

Orleans Public Library Curbside Order and Pickup Policy

Anyone with a library card, or those who wish to sign up, can use curbside pickup.

****You can register online for a library card at ncls.org and under the library section use Orleans Public Library - LaFargeville (pull down tab) or request a registration form.**

Available Materials

Books, audiobooks, movies, newspapers and magazines

Request Materials

1. Call Orleans Public Library (315) 658-2271 to reserve materials.
2. Wait for a phone call or email notifying you that materials are ready for pickup.
3. Follow instructions for curbside pick-up details below.

Disinfecting Materials

Returned items are quarantined for 72 hours before being re-shelved or released for reserves, based on the most current information possible. Materials will be wiped down with Microban cloths or other approved germicide wipes and cleaners.

Safety Precautions

The library will take every step possible to ensure the safety of staff and patrons and will follow all safety protocol and guidance provided by the state and local health departments. It is expected that patrons follow any and all safety measures that library staff put in place. This may include, but not limited to, social distancing, mask wearing, and staying home when you are sick.

Procedures for Using Curbside Pickup

1. Place materials on hold with a staff member by calling the number listed.
(315-658-2271)
2. **Once you are notified that your materials are available**, drive to the library during your designated curbside pick-up time and park out front next to the curbside sign.
3. Remain in your vehicle and call the phone number on the sign to confirm your arrival. Staff will then direct you to the pick up zone.

***Please don't arrive at curbside until you are notified that your materials are ready for pickup.** This notification will be by phone call or email depending on your library account preference.

Library Holds

Once you receive a notice (by phone call or email) that your items are ready, we will hold them for one (1) week. If you need an item held for longer, please contact us by phone at (315) 658-2271.