

# Homebound Service Policy

Fond du Lac Public Library

Board approved: November 19, 2010

Previous policy dated:

## **Purpose:**

Fond du Lac Public Library provides free delivery of library materials to those residents of our service area who cannot visit the library or satellite location because of physical limitations. This includes those living in assisted and extended care facilities as well as those unable to use the library because of accident or illness.

## **Provisions:**

1. The library reserves the right to request proof of need from a person or agency of authority.
2. Provision of this service is dependent on the ability of the library to recruit and maintain sufficient volunteers.
3. Delivery is by appointment. Service will be discontinued in cases where individuals are frequently not at home when deliveries are attempted.
4. The library assumes that homebound individuals sharing a home with those who are mobile will depend on members of their household to obtain materials.
5. The library does not charge overdue fees or replacement costs to homebound individuals. However, the library reserves the right to deny further services in the cases of frequent loss of material or other abuse of services.