

# Instructions for Submitting Application:

- 1. Complete the Patron section of the application form.
- 2. Have your Approved Provider fill out the bottom half of

the application form.

- 3. Complete the Ordering Instruction Form.
- 4. Complete the Reader Interest Form.
- 5. Once the application, ordering instructions, and reader

interest forms are complete, mail the forms to the library.

# MAIL APPLICATION TO:

Trails Regional Library Books-by-Mail Services 432 N Holden Warrensburg, MO 64093



**Books By Mail for the Homebound Application** 



\*\*\*ALL INFORMATION IS REQUIRED FOR THIS FREE SERVICE!\*\*\*

## To be completed by Patron seeking service:

Full Legal Name: First	Last			
Residential Address:				
City	State	ZIP		
Date of Birth (MM/DD/YYYY):				
Phone Number:		Best time of day to call:	AM	PM
Email Address:				

#### Please read and sign below:

I am applying for the privilege of borrowing library materials from Trails Regional Library Homebound Services. I give permission for TRL staff to use my library card number to check out materials on my behalf, that a record of library materials I check out and my reading interests may be kept, with the understanding that my reading history & interests will be kept confidential.

I declare that I am homebound and unable to go to Trails Regional Library due to health, mobility, advanced age, visual impairment, blindness, physical disability, permanent or temporary incapacity.

### Patron Signature:

# This section is to be completed by a healthcare professional or professional caregiver:

(Doctor, Registered Nurse, Therapist, Social Worker, Case Worker, Counselor, Rehabilitation Staff, Professional Hospital Staff, Ophthalmologist/Optometrist, or Facility Director)

#### Certification must be renewed each year to ensure continued compliance.

Name of certifying authority:

First
Last

Title/Occupation:
Phone Number:
I certify that the above named applicant has requested library service and is unable to go to Trails Regional
Library.
Signature:
A family member is not eligible to certify this application.

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#### FOR MORE INFORMATION: Phone: 660-747-1699 x 7110 homebound@trailslibrary.org