

# TERMS OF SERVICE

- Library staff will issue a library card to the facility and will keep the physical card. The card is not for personal use and may not be used at CPPL library branches.
- The library does not charge overdue fines for this card; however, replacement fees will be applied to lost or damaged items.
- Agree to notify the library of change of phone, email, facility name, or ownership.
- Agree to accept responsibility for all materials and resources checked out from the library.

SIGN: \_\_\_\_\_  
(Owner/Director)

DATE: \_\_\_\_\_

**\*Facility must be located in Calcasieu Parish to qualify.**



POSTAGE  
REQUIRED

To: Calcasieu Parish Public Library  
Maplewood Outreach Center  
91 Center Circle  
Sulphur, LA 70663



A service of the Calcasieu Parish Public Library

**For Childcare &  
Educational Facilities**



*A FREE library  
delivery service  
to those who qualify!*

**For more information contact:**

**Maplewood Outreach Center**

91 Center Circle

Sulphur, LA 70663

(337) 721-7148

Library2go@calcasieulibrary.org

[www.calcasieulibrary.org](http://www.calcasieulibrary.org)

Revised 9/2022

**Library To-Go** of the Calcasieu Parish Public Library provides personal delivery service to those who are unable to visit a library location due to age, illness, or disability. Library To-Go also delivers library materials to childcare and educational facilities such as day cares, pre-schools, charter schools, and other locations to promote literacy and equality of access for all.

**Library To-Go** users can check out a variety of library materials, including books, audiobooks, CDs, movies, and magazines. Personalization is a key aspect of this service, and library staff will work with each location to meet their interests and curriculum needs.

**To enroll:**

Fill out this application, tape it closed, and drop it in the mail. You may also bring it to the nearest library. Once the application is received, we will contact you to schedule. Please call 337-721-7148 if you have questions or need help with the application.

FACILITY NAME: \_\_\_\_\_

\_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT PERSON:

NAME: \_\_\_\_\_

FACILITY PHONE: \_\_\_\_\_

ALTERNATE PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**PREFERRED MODE OF COMMUNICATION:**

- Calls  Texts  Emails

**FORMAT** (check all that apply):

- Board books  Audiobooks  
 Picture books  DVDs  
 Chapter books  CDs  
 Oversized books for story time  Magazines

**EQUIPMENT AVAILABLE:**

- CD player (for use with audiobooks or music CDs)

Materials are delivered monthly. How many items would you like included in each delivery? \_\_\_\_\_



List any particular curriculum followed:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any favorite authors or book series:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any favorite movies, music, or magazines:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What is the age range of the children at your facility?

\_\_\_\_\_

\_\_\_\_\_

Fiction reading level: \_\_\_\_\_

Nonfiction reading level: \_\_\_\_\_