

## HOW TO GET A LIBRARY CARD

Bring a valid photo ID and proof of your current address. Children under 6th grade need a parent or guardian to co-sign.

Non-residents -WPL participates in Iowa's Open Access program. To get a WPL card, your hometown library must participate in Open Access.

A WPL library card is required to check out materials and to use the Internet.

## CHECK OUT PERIODS

**Express Books**—1 week with **no renewal**

**DVDs**—3 days with two, 3-day renewals

**Express DVDs**—3 days with **no renewal**

**Current magazines**—do not circulate

**Noncurrent magazines**—1 week with **no renewal**

**Video Games**—1 week with **no renewal**

**New Music CDs**—1 week with **no renewal**

**TV Series on DVD**—1 week with with two, 1-week renewals

**Books, AudioBooks, Playaways, Older Music CDs**—3 weeks with two, 3-week renewals

For the first three months, new card holders are limited to 5 checked out items at a time. Existing card holders may check out up to 10 DVDs and up to 3 video games at a time. There is no limit on print materials.

## RETURNING MATERIALS BEFORE/AFTER HOURS

Return chutes are located outside the front door of the library for books, magazines and A/V materials.

Fines for overdue materials are limited to \$5 per item. Fines for all materials are \$.25 per day, except Express Books and DVDs, which are \$.50 per day.

## MEETING ROOMS

Meeting rooms are available for non-profit organizations and public use. Reservations can be made in the Circulation Department or by calling 319-291-4480.

## eLENDING

The Waterloo Public Library is pleased to offer OverDrive, our lending service for eBooks and eaudiobooks. Other e-services include full color digital e-zines through Zinio and free music and video downloads via Freegal.

OverDrive also offers a digital collection just for children; be sure to check out animated, talking picture books from TumbleBook Library.

## SAFE CHILD POLICY

The Waterloo Public Library welcomes children of all ages. However, children age 10 years and under must be accompanied by a parent or responsible caregiver at all times while in the library.

## ONLINE SERVICES

[waterloopubliclibrary.org](http://waterloopubliclibrary.org)

- ✓ Check your patron record, change your PIN, renew materials and reserve items the library owns, but are currently checked out
- ✓ View events, workshops, classes and programs at the library
- ✓ Download eBooks and eAudiobooks
- ✓ Check out a digital, interactive, full color magazine
- ✓ Download 3 FREE songs each week that are yours to keep forever
- ✓ Search our online catalog or access WPL's databases
- ✓ Register for Hive Workshops, computer classes and other library programs

## SERVICES BY PHONE

Call 319-291-4480 to:

- ✓ Check your patron record
- ✓ Renew materials
- ✓ Reserve materials

Please have your library card number available.

## PUBLIC COMPUTERS

WPL offers Internet access on public computers on a first come, first served basis. A WPL library card and PIN is required. WiFi is also available. Black and white and color printing are available for a small charge.

Patrons whose accounts have gone into the collections phase (lost material charges in excess of \$25.00 or fines exceeding \$50.00) will be blocked from using the public computers.

## INTERLIBRARY LOANS (ILL)

If WPL does not own the item you are looking for, we can attempt to borrow it from another library. You will need your library card and as much information as you can provide for books, magazine articles and microfilm. Up to three ILL requests allowed at any one time.

## STORYTIME

Children's Storytimes @ 10:30 AM

Monday	Mother Goose	Infants to 2 years
Tuesday	Preschool	3 to 5 years
Wednesday	Preschool	3 to 5 years
Thursday	Terrific Twos	2 years
Saturday	Family	All ages

## YOUR LIBRARY PIN

A four-digit numeric PIN in combination with your library card number allows you to:

- Check out
- Look up your record
- Renew or request material
- Reserve a public library computer
- Print in monochrome or color
- Download electronic resources

If you do not know your PIN, you can try:

- The last four digits of the phone number listed in your library record

- 1234

- Or, call 319-291-4476 for assistance or visit a library service desk.

For security purposes, your PIN should be kept private. A PIN may be changed in the My Account screen of the library catalog.

## VOLUNTEERING

Volunteers play an important role in helping to provide library services to the citizens of Waterloo and the surrounding area. Each year, nearly 150 individuals from the metropolitan area volunteer their time, talent and energy to the library.

Volunteer activities include:

- ✓ Traveling Tales
- ✓ Summer programming for youth & teens
- ✓ The Friends Used Book Shop
- ✓ The Book Sorting Committee
- ✓ Friends fundraising events

Call the Volunteer Services Coordinator at 319-291-4496 if you are interested in volunteering.

## FRIENDS OF THE LIBRARY

Since 1976, Friends of the WPL have raised over \$800,000 dollars to enhance programs and services offered by the library. Friends support has supplemented the following:

- ✓ Print and non-print materials
- ✓ Computers and software
- ✓ Shelving and display units
- ✓ Funding assistance for programming for youth, teens and adults
- ✓ Cedar Valley's Youth Read

Anyone can become a Friend of the Waterloo Public Library. It's easy! Many membership levels are available.

Call the Volunteer Services Coordinator at 319-291-4496 if you are interested in becoming a Friend.



WATERLOO PUBLIC LIBRARY  
415 COMMERCIAL STREET  
WATERLOO, IA 50701



**WATERLOO**  
public library  
gather.connect.explore.



contact us

### REFERENCE SERVICES

319-291-4476  
askus@waterloopubliclibrary.org

### RENEW MATERIAL

319-291-4480

### YOUTH SERVICES

319-287-3976

### WEBSITE

waterloopubliclibrary.org

### FACEBOOK

facebook.com/WaterlooPublicLibrary

### TWITTER

twitter.com/waterloopl

### TEXT

319-313-5105



library hours

Monday —Thursday

9 AM — 9 PM

Friday

9 AM—6 PM

Saturday

9 AM—5 PM

Sunday\*

1 PM—5 PM

*\*Closed Sundays Memorial Day weekend  
through Labor Day weekend*