Books by Mail Application
Timberland Regional Library (TRL) mails library materials to cardholders who are unable to pick them up at the library.

DETAILS
• TRL does not mail outside the five-county library district.
• Items check out for five weeks to allow for mailing and may be renewed once if no one is waiting for the item.
• You are responsible for the return of all items, including fees for items lost or damaged.
• Your Preferred Pickup Library will be set to TRL Service Center (SC) to facilitate material processing.

ELIGIBILITY CRITERIA (please select one)
☐ I have a physical disability and no means of receiving books except by mail.
☐ I have low vision or blindness and am eligible for free postage.
☐ I affirm that accessing the library is difficult for me.

AGREEMENT & SIGNATURE
By submitting this application, I affirm that the claims set forth in it are true and complete. I understand that if I am approved for Books by Mail service, any false statements, omissions, or other misrepresentations made by me on this application may result in termination of these services.

________________________________________________________________________________________
Signature
________________________________________________________________________________________
Card Number
________________________________________________________________________________________
Address
________________________________________________________________________________________
Phone

PERMISSIONS
The library does not share your information unless you instruct us to do so. If you need to make changes to the current permissions on your account, please authorize them here. Write additional names on the back of the application. If no changes are necessary, leave this area blank.

I grant ______________________________ permission to do the following:

☐ CHECK OUT MATERIALS. May check out materials on my account.
☐ PICK UP HOLDS. May check out holds on my account.
☐ PLACE HOLDS. May place hold requests on my account.
☐ ALL. Has full access to my account (includes updating contact information).
☐ NONE. Grants no permission to others.

Please return this signed form to any Timberland library or mail to:
ATTN: Books by Mail, Timberland Regional Library, 415 Tumwater Blvd SW, Tumwater, WA 98501
For more information call (360) 943-5001 or visit TRL.org to find your local branch. Email asklib@trl.org with any questions.

Updated 4/24/2023