



Curbside Pick Up

How to Use Curbside Pickup Available during normal library hours.



Coal City Public Library District library cardholders can go to ccpld.org and insert your search criteria into the “Card Catalog Search.”

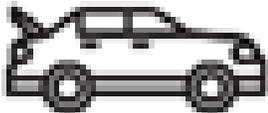
Once you find materials place holds on items. **You can place a hold on any item. However, only items that are available at Coal City Public Library District are available for curbside pick up.**



If you need help placing a hold call the library at 815-634-4552.

When your holds are ready, staff will call you. You will be asked for the day and time you want to pick up your items.

When you arrive at the library, ENTER at the SOUTHWEST END of the parking lot (thru the alleyway). PARK in a numbered parking spot and call the library at 815-634-4552 ext. 121 to let us know which numbered spot you are parked in. If all the spots on the south parking lot are taken please park on the west side of the parking lot at the front of the building.



OPEN the trunk of your car (if you have to get out please get back into your car after opening).

A staff member will come out with your materials to your CLOSED driver side window. Please show them your picture ID thru the CLOSED window so they can confirm it matches the name on the materials. The staff member will place the materials in your trunk and close it.

If you have materials to return, please place them in one of the three book drops available outside of the library.



IMPORTANT INFORMATION:

- Patrons are NOT allowed in the library at this time.
- Materials returned to the library will be quarantined for a week before being checked in and returned to the shelves.
- Please do NOT TRY TO DISINFECT YOUR MATERIALS at home. It will damage them.

Coal City Public Library District, 85 N Garfield St., Coal City, IL 60416

www.ccpld.org



815-634-4552