

Phone: 508-485-5031 | E-Mail: rdonovan@cwmars.org

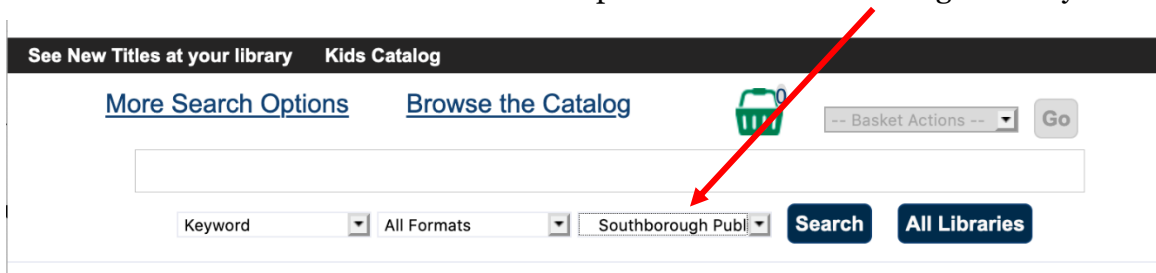
CURBSIDE PICKUP

The Southborough Library is pleased to provide curbside pickup of material in our local collection and via the C/W MARS network from other area libraries. Staff need sufficient time to process and package curbside orders. Please note that not every order placed can or will be fulfilled the same day as requested.

Precautionary procedures, including quarantining returned materials for 72 hours, have been put in place so we can safely provide you with library materials. Items will be placed in paper bags and made available for curbside pickup Monday through Saturday starting at 10:00 AM with a pre-scheduled appointment.

STEP 1:

Search the library's online catalog through C/W MARS. If you want, you can limit your search to the **Southborough Public Library** to find available items if you want to see what's locally available: <https://bark.cwmars.org/eg/opac/home>. Visit this link <https://bit.ly/sbllibsearch> for a video tutorial on how to search for items specific to the Southborough Library collection.



STEP 2:

Call **508-485-5031** or email rdonovan@cwmars.org to request materials. Include the requested titles/authors/formats in your phone call or e-mail.

STEP 3:

When your items are ready, you will receive a call to schedule an appointment for pick up. Please make sure that your current phone number is up-to-date with the library.

STEP 4:

Arrive during your designated pick up hour. You will find a bag labeled with your full name and the date on a table outside the library. Please maintain social distancing of at least 6 feet and wear a face mask when coming to the table to retrieve your pre-packaged material.

If you miss your order pickup, library staff will call you to reschedule your pickup time. Patrons will forfeit requested items after 2 missed pickups. Call the library at **508-485-5031** to cancel a pickup order.