

Easy check-out steps!

1. If it's your **first** time using the library, fill out a blue registration card
2. Place the blue card in the corresponding clear plastic holder
3. Pick out one or two items
4. Look for yellow card inside or outside of items
5. Write the **due** date (three weeks from today) on the card
6. Write your name on the yellow card
7. Place yellow card in the corresponding clear plastic holder
8. Take a complimentary bookmark and write the due date on it.

Within **three weeks**, return your borrowed items by putting them through the slot in the box marked, "**Return Items Here**" so that we can re-shelve them properly. Thank you!