

Specialty Checkouts

Quick Guide

From Your Library,
Step-by-Step

Check out laptops, projectors, WiFi,
telescopes, and more!



What You Need to Know Before Making a Reservation

- You must have a current email address to make a reservation.
- The minimum amount of time from now until you can pick up an available item is 4 days. The maximum amount of time a reservation can be made in advance is 90 days.
- You can reserve each type of item 2 times per month. If you cancel a reservation, it counts as one reservation toward your monthly total.
- To pick up your item, you must be at least 18 years of age, and have less than \$7.50 in fines on your library account. You can only check out items if you have a 'resident'-type library card.
- Checkout period maximum is 7 days. **There are no renewals or extensions.**
- Your item hold will expire 24 hours after your reserved pickup time. Your checkout time will be a maximum of 7 days from your reservation pickup date.
- Items must be checked in at the desk, or they will **not count** as returned. Please do not place these items in the book drop, they will **not be** considered to be returned. **Fines accrue daily** on overdue items, at \$20.00 per day.
- If you wish to reserve multiple items in one reservation, the same pickup time, date and location will be applied to all items in that reservation. Otherwise, you can place a separate reservation for each item.
- **The person making the reservation must be the one picking up the item. They must present a valid Photo ID when picking up the item.** Anyone can return the item, at the desk.

Visit <https://www.mylibrary.us/specialty-checkouts-libequip/>
Scroll down to the item type you want to reserve
Select your location

Reserve a laptop! Select Your Pickup Location

Branch Libraries	Member Libraries
Carbon Valley Regional Library	Eaton Library
Centennial Park Library	Fort Lupton Public School and Library
Erie Community Library	Glenn A. Jones, M.D. Memorial Library (Johnstown)
Farr Regional Library	Hudson Public Library
Lincoln Park Library	Nantes Library (No Saturday Pickups Available)
Riverside Library and Cultural Center	Northern Plains Public Library (Ault)
	Platteville Public Library (No Saturday Pickups Available)

Select an available (green) start date and time.

Wednesday, September 13 – Tuesday, September 19, 2017

Monday, September 18, 2017

7am 8am 9am 10am 11am 12pm 1pm 2pm 3pm 4pm 5pm 6pm 7pm 8pm 9pm 10pm 11pm 12am 1am 2am 3am

Surreas&Delight Bin

Available Your Booking Unavailable/Padding

Below this, you will see some drop down options to change the date and time.

Select a time and click **Add to Cart & Checkout**

Available Your Booking Unavailable/Padding

Surreas&Delight Bin

From: 10:00am Monday, September 18, 2017

To: 10:00am Wednesday, September 20, 2017

Add to Cart & Checkout

You will now be prompted to log in with your library card and PIN (PIN is usually the last four digits of your phone number).

If you can't remember your PIN, call us or reset it online.

High Plains Library District Specialty Checkouts Login

Please enter your Library Card Number and PIN below.

Library Card Number

PIN

Login

Cookies must be enabled.
Browser Support: Chrome, Firefox, Safari, IE9-

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