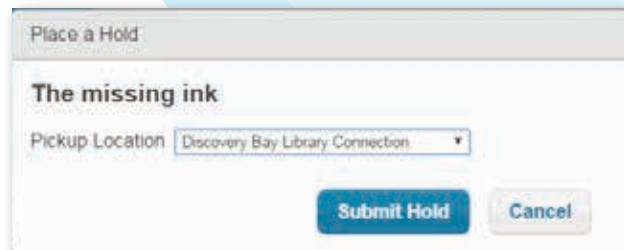


HOW DO I REQUEST ITEMS?

Use the Contra Costa County Library online catalog at ccclib.org.

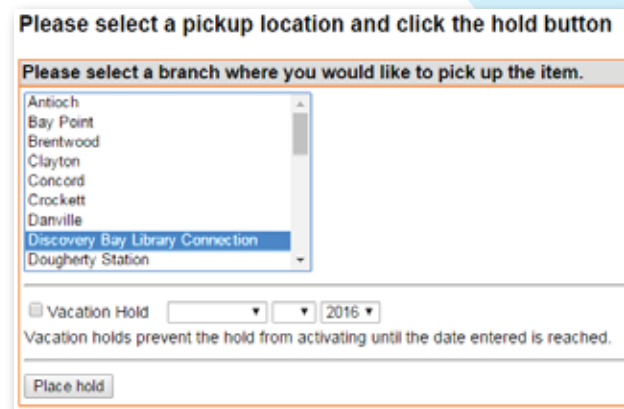
Select "Discovery Bay Library Connection" as the pickup location on the hold screen and click "Submit hold" or "Place hold".

VISUAL CATALOG VIEW



The screenshot shows a web form titled "Place a Hold". The main heading is "The missing ink". Below it, there is a "Pickup Location" dropdown menu with "Discovery Bay Library Connection" selected. At the bottom of the form, there are two buttons: "Submit Hold" and "Cancel".

CLASSIC CATALOG VIEW



The screenshot shows a web form titled "Please select a pickup location and click the hold button". The main heading is "Please select a branch where you would like to pick up the item." Below it, there is a list of library branches: Antioch, Bay Point, Brentwood, Clayton, Concord, Crockett, Danville, Discovery Bay Library Connection (highlighted), and Dougherty Station. At the bottom, there is a "Vacation Hold" checkbox, a date dropdown set to "2016", and a "Place hold" button.

DISCOVERY BAY COMMUNITY CENTER

1601 Discovery Bay Blvd.

Discovery Bay, CA 94505

(925) 634-1131

todb.ca.gov/community-center

Open Hours:

Mon - Fri 8:00 a.m. – 5:30 p.m.

Sat 9:30 a.m. – 5 p.m.



DISCOVERY BAY LIBRARY CONNECTION



1 (800) 984-INFO(4636)

*Brought to you by the
Contra Costa County Library
and the
Discovery Bay Community Center*



WHAT IS THE LIBRARY CONNECTION?

The Discovery Bay Library Connection is a free service provided by the Contra Costa County Library and is made possible with assistance from the Discovery Bay Community Center. This service gives Discovery Bay residents the opportunity to request items online and pick them up in their own community.

You must have a valid Contra Costa County Library card account to participate in the program.

HOW DOES IT WORK?

Items requested online at ccclib.org are delivered to the Discovery Bay Community Center Thursday afternoon. Items are checked out for a total of 27 days, which includes delivery time. Items with no waiting lists may be renewed online or by calling 1 (800) 984-INFO(4636). Returned



items will be picked up on Thursdays and removed from patrons' accounts with the previous Wednesday's date. Fines will be charged for items that are returned late.

Patrons will be notified of an item's arrival by the Library's automated phone message, email or text on Thursday afternoon.

At the Discovery Bay Community Center

Items may be picked up at the Community Center from 8 a.m. – 5:30 p.m., Monday – Friday, and 9:30 a.m. – 5 p.m. on Saturday. Items may be returned 24 hours a day to the bookdrop located in front of the Community Center.

Items not picked up after seven days will be returned to the Contra Costa County Library.

WHAT CAN I REQUEST?

- Books
- Music CDs
- Audiobooks

PLEASE NOTE: The following items cannot be requested: Link+ items, magazines and DVDs.

HOW CAN I GET HELP?

- CALL 1 (800) 984-INFO(4636)
- CHAT ccclib.org/askaquestion/
Mon - Fri 8:30 a.m. - 5 p.m.
- TEXT (925) 290-7627
Mon - Fri 8:30 a.m. - 5 p.m.

Please do not return Contra Costa County library materials that were NOT delivered via this program to the Discovery Bay Community Center.