



2024

## Getting Books From the Library:

**Library service hours are: Mon / Fri 9am-5pm & Tues / Wed / Thurs 9am-8pm & Sat 9am-3pm**

### 1) MAKE SURE YOU HAVE ACCESS TO A FUNCTIONAL PUBLIC LIBRARY CARD!

Library cards are free for those in the town or the county. You will be asked for photo ID/proof of address - a driver's license is perfect. If you have a "TRACpac" library card from another library it will work here too. We prefer a parent / guardian get a library card - they can choose if they would like to use that card for the whole family or if they would like their children to get their own cards (which will be linked up to the parent / guardian card).

There are three ways to register for a library card or renew your library card: visit us in person, call us (780-514-2722) or visit our website for the online form ([www.draytonvalleylibrary.ca](http://www.draytonvalleylibrary.ca) > **Library Services > Borrowing Services > Card Registration & Renewal**). If you call or use the website, you will still need to come in to show us your ID, sign and pick up your card.

2) PICK UP A BOOK: If you like, you can pick up a BOB book or two from us immediately to get started. Or, if you are waiting for your holds (as described below), you can also take out a BOB book or two that we have on hand. We'll try to always have a few available!

### 3) ORDER IN COPIES OF YOUR BOB BOOKS USING YOUR LIBRARY CARD!

If you would like us to place the holds for you, visit us or give us a call (780-514-2722). Or place the hold yourself on the TRACpac website ([www.tracpac.ab.ca](http://www.tracpac.ab.ca)). Read on or scan the QR code to view the video and find out how to place a hold yourself!



Placing a hold using the website: Use your library card to "Log In." (No spaces when you type your barcode. Your password is likely the last four digits of your phone number - unless you have reset it. Please ask us if you have any problems logging in.)

Head to "Search" and choose "Advanced." Click on the arrow beside "Any Field" to choose "Title." Type in the title of the book. On the next "Any Field" choose "Author." Type in the author's name. Scroll down and click "GO." Scroll down to find the book you are looking for. Click on "One Click Request" and... you're done!

When the book has arrived at the library, you will be contacted by phone, text, or email (depending what notification option you chose when you got your library card). You may come into the library to pick up your book or call us to schedule a Wednesday delivery of the books to your child's school.

Be sure to note the due date of the book so that you don't accrue any fines! Books are usually on loan for 3 weeks. Items can usually be renewed, either by calling us, or by going to your online account, as you did to order books (go to "My Account" > "Items Out," check the box by the book & scroll down for the "Renew" button).

## Drayton Valley Municipal Library

5120 52<sup>nd</sup> Street, P.O. Box 6240  
Drayton Valley, Alberta T7A 1R7 | 780-514-2722 |  
[www.draytonvalleylibrary.ca/](http://www.draytonvalleylibrary.ca/)

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