



AFTER HOURS PICKUP LOCKERS

Service Overview

After Hours Pickup Lockers is a service providing Gary Byker Library card holders the ability to pickup items outside of regular hours of operation that are waiting on the Library's Hold Shelf.

This service is available to patrons who are unable to visit the Library during regular open hours.

Service Requirements

- The materials to pickup must be previously requested and awaiting pick up on the Library's Hold Shelf.
- In order to access the locker, the patron is required to have the physical library card associated with the account to scan the barcode into the locker system or be able to key in the library card barcode number.
- Due to limited number of lockers available, patrons requesting After Hours Locker Pickup must be able to pick up items within 48 hours of placement in the locker.

Service Procedure

If you have materials on the Library's Hold Shelf:

- Call the Library (616-669-1255) to request After Hours Locker Pickup service during regular open hours.
- Library staff will ask you to provide your name and library card number (or DL/ID number) over the phone.
- Staff will look up your patron record using the information provided and verify that the materials are on the Hold Shelf awaiting pickup. Staff will check them out to your account and place them in an After Hours Pickup Locker.
- Visit the Library within 48 hours of placement of the items in the locker. Scan your library card into the locker with your items will automatically pop open for access. Take your materials, shut the locker, and go!