



# BOOKMOBILE SERVICE REQUEST FORM

(Existing stops requesting additional services please see reverse)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Phone: \_\_\_\_\_

Location for proposed stop: \_\_\_\_\_

Preferred day of the week: \_\_\_\_\_ Preferred time of day: \_\_\_\_\_

Preferred frequency of stops \_\_\_\_\_

Anticipated regular attendance: \_\_\_\_\_

Anticipated age levels present for stop: (check all that apply)

- Preschool     Children     Teens     Adults     Seniors

The proposed location has/is: (check all that apply)

- Space and parking to accommodate bookmobile (25' long; 8' awning extension)  
 30 amp electrical access  
 On-site staff/volunteer to be present during any bookmobile service  
 Restroom facilities for library staff  
 Open and accessible to the general public  
 Safe and sufficient outdoor lighting for stops after dark

Requested Special Programming: (briefly describe in the space provided below)

- Story time     Crafts     Tech/computer training     Other

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**\*Please see the Bookmobile Host Site Agreement located on our website\***

Return completed form to the Downtown Library:  
301 W. Missouri Ave., Midland, TX 79705  
(432) 688 - 4320



# BOOKMOBILE – ADDITIONAL SERVICE REQUEST

(For existing stops only)

Stop Location: \_\_\_\_\_

Date: \_\_\_\_\_

Contact E-mail address: \_\_\_\_\_

Phone: \_\_\_\_\_

If event will NOT take place during the regularly scheduled stop:

Date of requested service: \_\_\_\_\_

Requested Bookmobile Start Time: \_\_\_\_\_

Requested Bookmobile End Time: \_\_\_\_\_

Brief description of the event and Bookmobile's involvement:

Anticipated attendance: \_\_\_\_\_

Anticipated age levels present for stop: (check all that apply)

- Preschool     Children     Teens     Adults     Seniors

**Additional Services Requested** - Please indicate which services you would like the bookmobile to provide

- Library Card Signups                       Story Time (20-30 min)
- Library Overview Presentation (15 min)     Children's Story with Craft (20-30 min)
- Technology / Computer tutorial (15min)     Upcoming Library Exhibits Presentation (15 min)

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