



## Place Holds Request Porch Pickup

|                   |                    |
|-------------------|--------------------|
| Monday – Thursday | 9:00 am – 9:00 pm  |
| Friday            | 9:00 am – 6:00 pm  |
| Saturday          | 10:00 am – 6:00 pm |
| Sunday            | 1:00 pm – 5:00 pm  |

### Place Holds

- [Search the library catalog](#) and place items on hold
- Learn how to [use the Library Catalog](#) to search and place holds
- Learn how to [use the Library App](#) to search and place holds
- Wait for notification that holds are ready for pickup (email or phone notification)

### Checkout Materials

- Retrieve items from the designated "Holds" area and checkout using the self-check machines or the Library App
- Retrieve items from the designated "Holds" area and ask staff to assist with checking out materials

### Porch Pick Up

#### Library App

- Log on to the library app or [download here](#)
- Click My Account
- Click Holds (*Up to 20 items will be retrieved from the hold shelf for you*)
- Click "Porch Pick-up (NEW)" – Select library name
- Click "I'm on my way"
- Click "Use my location" or you can select an ETA
- When you arrive click "I'm here". Message from library will appear
- Click "Done - I have my items"

#### By Phone

Davis – 972-208-8000

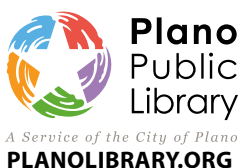
Haggard – 972-769-4250

Harrington – 972-941-7175

Parr – 972-769-4300

Schimelpfenig – 972-769-4200

Revised 11/1/2021



**Davis Library**  
7501-B Independence Pkwy  
972-208-8000

**Haggard Library**  
2501 Coit Road  
972-769-4250

**Harrington Library**  
1501 18th Street  
972-941-7175

**Parr Library**  
6200 Windhaven Pkwy  
972-769-4300

**Schimelpfenig Library**  
5024 Custer Road  
972-769-4200