

## **How to Use the JASPS Lending Library**

A JASPS member wishing to check something out will contact the JASPS Librarian by email or phone. Arrangements can be made to transfer the desired items to the member, either in person, or by USPS “media mail” (formerly called “book postage”):

If by media mail, the Librarian will mail the items to the member at USPS media mail rates. JASPS will pay the postage to mail the items to the borrower. The member can either [1] mail the items back (at the member’s expense) when finished, or [2] deliver them by hand, say at a JASPS meeting. Items should not be kept for more than two months, the standard time between consecutive JASPS meetings. Members who elect to mail items back will be able to re-use the envelope in which the items arrived.

A list of media mail postage charges is listed separately. For example, to mail an item weighing between 2 and 3 pounds (many of the books fall in this range), the cost is \$2.93.