

# BRAILLE INSTITUTE LIBRARY SERVICES

741 North Vermont Avenue, Los Angeles, CA 90029  
(323) 660-3880 • Toll free: 1-800-808-2555  
email: [bils@braillelibrary.org](mailto:bils@braillelibrary.org) • [www.braillelibrary.org](http://www.braillelibrary.org)

## APPLICATION FOR FREE DEPOSIT COLLECTION

Name of Institution \_\_\_\_\_

Previous Name if changed \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

County \_\_\_\_\_ Phone (    ) \_\_\_\_\_

### ELIGIBILITY FOR LIBRARY SERVICE

To establish your agency's eligibility for library services please indicate the number of readers who qualify below:

**BLINDNESS**      Visual acuity of 20/200 or less in the better eye with correcting lens, or the widest diameter of visual field subtending an angular distance no greater than 20 degrees. \_\_\_\_\_

**VISUAL IMPAIRMENT**      Inability to read standard printed materials without special aids or devices other than regular glasses. \_\_\_\_\_

**PHYSICAL DISABILITY**      Inability to read or use standard printed materials as a result of a stroke, paralysis, palsy, missing arms or hands, extreme weakness. \_\_\_\_\_

**READING/ LEARNING DISABILITY**      Organic dysfunction of sufficient severity so as to prevent reading printed material in a normal manner. \_\_\_\_\_  
*Please note: Only doctors of medicine are defined as competent authorities in cases of reading disability.*

## CERTIFICATION

I certify that this talking books depository serves people who are unable to use standard print to read in a normal manner.

Head of Agency

Person responsible for equipment

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## MEDIA

Talking books and magazines are available in the following media. Indicate your choice.

Talking books on cassettes

Magazines on cassettes

Books in braille

Magazines in braille

## LANGUAGES

The library's book collection comprises mainly English materials. Reading materials are also available in Spanish and other foreign languages. Indicate your needs.

English

Spanish

Other \_\_\_\_\_

Indicate whether you wish to reject books containing the following:

Violence

Explicit sex

Strong language

## CIRCULATION OF MATERIALS

To keep your account active, the library will automatically issue a minimum number of books per machine. Indicate the number of books desired per month\_\_\_\_\_. In addition to the minimum books received, you may order additional titles by telephone, mail and/or e-mail.

Loan period for talking books is up to six months for all agencies.

Indicate the subject codes you wish to receive:

## BOOKS FOR ADULTS

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Adventure, fiction (10)                 | <input type="checkbox"/> Health (540)          | <input type="checkbox"/> Religion (760, 780)        |
| <input type="checkbox"/> Adventure, non-fiction (400)            | <input type="checkbox"/> History (560)         | <input type="checkbox"/> Romance (130)              |
| <input type="checkbox"/> Best-sellers, fiction (40)              | <input type="checkbox"/> Humor (600)           | <input type="checkbox"/> Short Stories (258)        |
| <input type="checkbox"/> Best-sellers, non-fiction (550)         | <input type="checkbox"/> Inspiration (743)     | <input type="checkbox"/> Spanish (974)              |
| <input type="checkbox"/> Biography (440, 450, 460)               | <input type="checkbox"/> Modern Novels (246)   | <input type="checkbox"/> Sports (840)               |
| <input type="checkbox"/> Classics (60)                           | <input type="checkbox"/> Mysteries (140)       | <input type="checkbox"/> Travel (860)               |
| <input type="checkbox"/> Fine Arts (520)                         | <input type="checkbox"/> Plays (720)           | <input type="checkbox"/> War Stories, fiction (200) |
| <input type="checkbox"/> General, fiction (240, 250, 260)        | <input type="checkbox"/> Poetry (730)          | <input type="checkbox"/> Westerns (220)             |
| <input type="checkbox"/> General, non-fiction<br>(900, 910, 920) | <input type="checkbox"/> Psychology (740, 750) | <input type="checkbox"/> Other _____                |
|  |  | _____   |

## BOOKS FOR YOUNG ADULTS / JUVENILES

### FICTION BOOKS FOR CHILDREN

#### Preschool - Grade 2

(341)

#### Grades 1 - 7

- Adventure (344)
- Animal Stories (342, 343)
- Caldecott Medal (065)
- Fairy Tales (358)
- Humor (349)
- Mystery (347)
- Newbery Medal (064)
- Rhymes (355)
- Sports (348)
- Classics (378)

### NONFICTION BOOKS FOR CHILDREN

#### Grades 1 - 7

- Adventure (371)
- Animals (384)
- Biography (373)
- Classics (378)
- Games & Riddles (383)
- Science (381)
- Sports (382)

### YOUNG ADULTS NONFICTION BOOKS

#### Grades 6 - 12

- Adventure (941)
- Biography (942)
- Careers (953)
- Fine Arts (954)
- Health (955)
- History (944)
- Humor (945)
- Science (947)
- Sports (948)

### YOUNG ADULTS FICTION BOOKS

#### Grades 6 - 12

- Adventure (311)
- Classics (060)
- Family Stories (322)
- Fantasy (324)
- Humor (323)
- Juvenile Poetry (734)
- Mystery (316)
- Newbery Medal (064)
- Romance (313)
- Science Fiction (317)
- Westerns (318)
- Young Adult Issues  
(319)

## EQUIPMENT AND ACCESSORIES

Playback equipment is provided on loan to play the books on tape. A special cassette player powered by rechargeable battery for maximum portability will be provided. Accessories are available upon request. Please ask your representative.

## RETURN OF EQUIPMENT

Cassette players provided on loan must be returned to the Braille Institute Library Services should the agency choose to discontinue library services.

## CONFIDENTIALITY

All records pertaining to this library service are kept confidential.

For Office Use Only

Patron Code \_\_\_\_\_

ID# \_\_\_\_\_

Registered \_\_\_\_\_

By \_\_\_\_\_

New  Update

SCL/LBR/TBT \_\_\_\_\_

Books Issued \_\_\_\_\_

Date Machine Sent \_\_\_\_\_

Machine # \_\_\_\_\_

Accessories \_\_\_\_\_

----- Fold here, tape bottom of the page securely and return -----

Free Matter for the Blind  
and Physically Handicapped  
Postal Manual Part 138



**Braille Institute Library Services**

**741 North Vermont Avenue**

**Los Angeles, CA 90029-3594**