This item is filling a hold for a *[Name]* Library patron that has selected your library as an interim pickup location while the [*Name*] Library is closed.

**Do not scan the barcode in Check In.** If you do, the item will be In Transit to [*LIB*].

Please process this item as an available hold by doing the following:

1. Contact the patron:

Name:

Telephone:

1. Put the item on DIRECTLY on your hold shelf do NOT check in
2. Checkout item as normal
3. If item was checked in previously, click on the *Abort Transit then Checkout Item*

Thank you for helping [*Name*] fill patron holds while the library is closed.

This item is filling a hold for a [*Name*] Library patron that has selected your library as an interim pickup location while the [*Name*] Library is closed.

**Do not scan the barcode in Check In.** If you do, the item will be In Transit to In Transit to [*LIB*].

Please process this item as an available hold by doing the following:

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1. Put the item on DIRECTLY on your hold shelf do NOT check in
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Thank you for helping [*Name*] fill patron holds while the library is closed.

This item is filling a hold for a [*Name*] Library patron that has selected your library as an interim pickup location while the [*Name*] Library is closed.

**Do not scan the barcode in Check In**. If you do, the item will be In Transit to In Transit to [*LIB*].

Please process this item as an available hold by doing the following:

1. Contact the patron:

Name:

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1. Put the item on DIRECTLY on your hold shelf do NOT check in
2. Checkout item as normal
3. If item was checked in previously, click on the *Abort Transit then Checkout Item*

Thank you for helping [*Name*] fill patron holds while the library is closed.