

Grace and Glory Audio/Visual Lending Library



HOW IT WORKS:

- 1: **Download** our **AV Master List** to see what titles of audiobooks/dvds are available.
- 2: **Email** Michaela a "Request to Rent" a title.
- 3: A temporary hold will be placed on the title, for you.
- 4: The item will be placed in our new "AV Drop Box" (on our front porch) and you'll have 3 days to come **pick up** the title. (anytime day or night, whenever it is convenient for you) No need to ring the bell. No need to text/call.
- 5: **Enjoy** the title and kindly **return** it to the AV Drop Box anytime within 3-4wks. (We will automatically receive a notification, that the item was dropped off) No need to contact us.

OPTIONS:

1: Utilize our AV Lending Library by renting G&G titles.

2: Loan families YOUR audiobooks/dvds

If you have Christian audiobooks/dvds that aren't being used on a regular basis, you can add YOUR titles to our AV lending library Master List. YOU keep the titles in your home. YOU arrange pickup. Just email us which titles you'd like to make available and we will categorize them under your family last name, as "DIRECT PICK UP". (you agree to work directly with families on dates/times/pick up location)

3: Donate YOUR audiobooks on a temporary or permanent basis. Submit your audiobooks to G&G; we will store them and list them as available to rent. We will label items with your family name and note whether you have donated the titles on a temporary or permanent basis.

RULES:

- 1: No more than 2 items are to be rented by a single family at one time.
- 2: You can always return an item early, however, if you are late and fail to return the item(s) after the 4wk period, a late fee of 50c per day will be charged.
- 3: You are responsible for the item(s); all items will be inspected upon return. If items are found scratched, damaged, or deemed unusable, your family will be held responsible to either replace or submit payment for replacement of the item.
- 4: An item can be renewed, if there is no wait list for the item.

Questions? Email info@graceandgloryacademy.org

We will do our best to be flexible, but reasonable ☺

Please note: our AV Drop Box is under 24 hr video camera surveillance.

Grace and Glory is a nonprofit 501c3 organization, thus all donations to our AV Library are tax deductible.