

The Port Chester - Rye Brook Public Library is now offering **“Browse by Appointment.”**

Appointments can be made by calling 914-939-6710 and pressing 0 or by emailing [pcrbref@wlsmail.org](mailto:pcrbref@wlsmail.org)

**Hours for “Browse by Appointment”**

Monday 10am to 6pm

Tuesday 10am to 5pm

Wednesday through Friday 10am to 4pm

We will continue to provide our **“No Contact Pick-Up”** service and encourage you to place holds through our online catalog or by phone instead of in person.

We thank you for your continued patience and support of the Library.

**Before your “Browse by Appointment” visit, please read the following:**

- Please do not visit the library if you have symptoms of COVID-19 or the flu, or if you feel sick. Thank you.
- You must wear a mask that covers your nose and mouth in order to be allowed entry into the building. You must keep your mask on throughout your entire appointment. This is in accordance with New York State Executive Order 202.17.
- If you are unable to wear a mask, or are only picking up holds, please use our **“No Contact Pick-Up”** service. Place your holds and requests through the online catalog or by calling the library.
- When you arrive for your appointment, please come to the main door. Call the Library at 914-939-6710 and press 0, and a staff member will confirm your name and appointment.
- Your appointment will provide you with **30 minutes** of access to the main floor and mezzanine. You may browse and select books, DVDs, and audio items. After you have made your selections, please go to the front desk for checkout.
- **The Children’s Department will be closed to the public.** However, our staff will gladly assist you in retrieving items. Children under the age of 18 must be accompanied by an adult.
- Adults and children ages 2 and up are required to wear masks and practice social distancing of **at least six feet**. This is according to federal, state and local guidelines.
- **Please use the outside book drop for all returns.** Staff members cannot accept your returns, as all items must be quarantined for at least 96 hours.
- Hand sanitizing stations are available throughout the building.
- Computers, newspapers, and seating are not be available. Food and drinks are prohibited.
- Restrooms will be closed.
- The water fountain has been turned off according to the recommendation of the New York State Department of Health.
- For the safety of our community, there will be no programs or use of meeting space in the building at this time. We will continue to offer our programs and story times virtually. Please visit our website at [www.portchester-ryebrooklibrary.org](http://www.portchester-ryebrooklibrary.org) for more information on our programs.