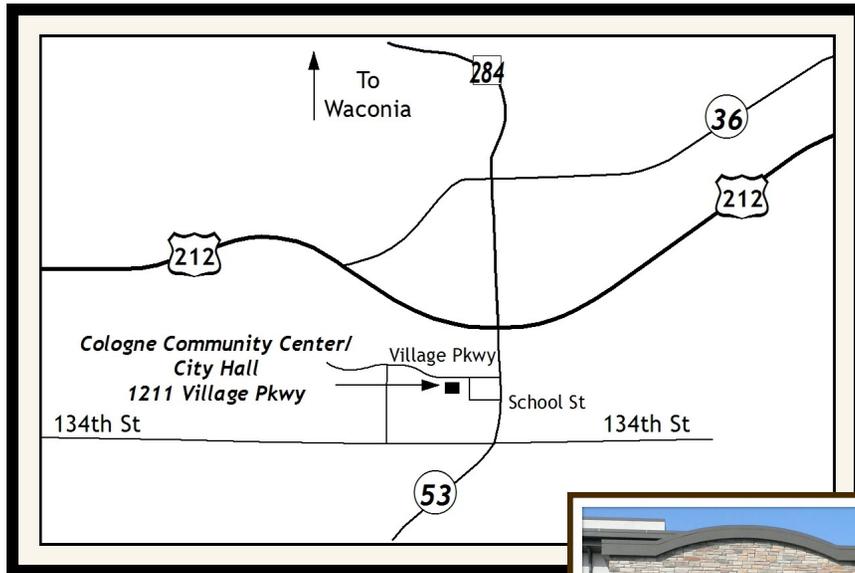


# Cologne Express Library

A service of the Carver County Library  
and the City of Cologne

## Your Guide to Express Library Service



The Cologne Express Library is located in the south entrance to the Cologne Community Center 1211 Village Parkway, just south of the intersection of US Highway 212 and Highway 284.

The Community Center/City Hall is open 8:00am - 4:30pm M - F. Visit the reception desk or go to [www.ci.cologne.mn.us](http://www.ci.cologne.mn.us) to inquire about extended hours of access to the Express Library.

### Let us know what you think!

We want the Cologne Express Library to be a useful, convenient and easy experience for you; one you'll want to use many times over. We welcome your suggestions and comments. Please complete the evaluation included with your checked out items or contact us through the Carver County website.

**The Cologne Express Library is made possible by a grant from the U.S. Institute of Museum and Library Services and administered by the Minnesota Department of Education, State Library Services.**



**Carver County Library**  
[www.carverlib.org](http://www.carverlib.org)  
**952-442-4714**

**City of Cologne**  
[www.ci.cologne.mn.us](http://www.ci.cologne.mn.us)  
**952-466-2064**



## Here's how it works!

### Get a Library Card

As with any Carver County Library, you will need a library card to place requests and check out materials. If you do not have a card, what are you waiting for? It's the best bargain in town! Go to any Carver County Library and sign up. You can also obtain a card online at the Carver County Library website: [www.carverlib.org](http://www.carverlib.org).

### Place your requests

Go online, from your own computer or from a computer in one of our libraries, and access our catalog through our website. Search the catalog to find the item(s) you wish to check out and place a request choosing the Cologne Community Center as the pickup location. If you need assistance, our librarians will be happy to help.

### Wait for notification

The library will send you an e-mail when your materials are available for pickup. You will have **72** hours from the time they are delivered to the Express Library in which to pick up your items. The library has deliveries on Tuesdays and Fridays around 11:00 am.

### Pick up your materials

The Express Library is located in the south entrance to the Cologne Community Center. Access hours vary.

- ◆ The doors are unlocked 8:00am - 4:30pm M - F.
- ◆ Fitness club member can access the Express Library 24/7 using their Fitness club cards.
- ◆ A Library Access Card allows patrons to use the Express Library 7:00am - 8:00pm M - F & 9:00am - 12n Sat. & Sun.

Library Access Cards can be acquired for free from the Community Center reception desk. The application form is available on the City of Cologne website: [www.ci.cologne.mn.us](http://www.ci.cologne.mn.us)

To pick up items, go to the keypad in the middle of the lockers. Enter the last four digits of your library card number and the ENT# key. The door of the locker that contains your items will open. They will already be checked out to your library card and the due date receipt will be with your items.



### Return your items

Most materials may be borrowed for three weeks. Exceptions are dvds and videos, which are loaned for one week. Late fees are charged for the overdue time period. Check out the library website for borrowing specifics. You can return your materials to the Express Library book drop located on the far side of the parking lot or to any other Carver County Library. You can even return your items to any other public library in the seven-county metro area.



### Have questions?

The Cologne Express Library is managed by the staff at the Waconia Library. Call us at 952-442-4714 or check the Carver County Library website.