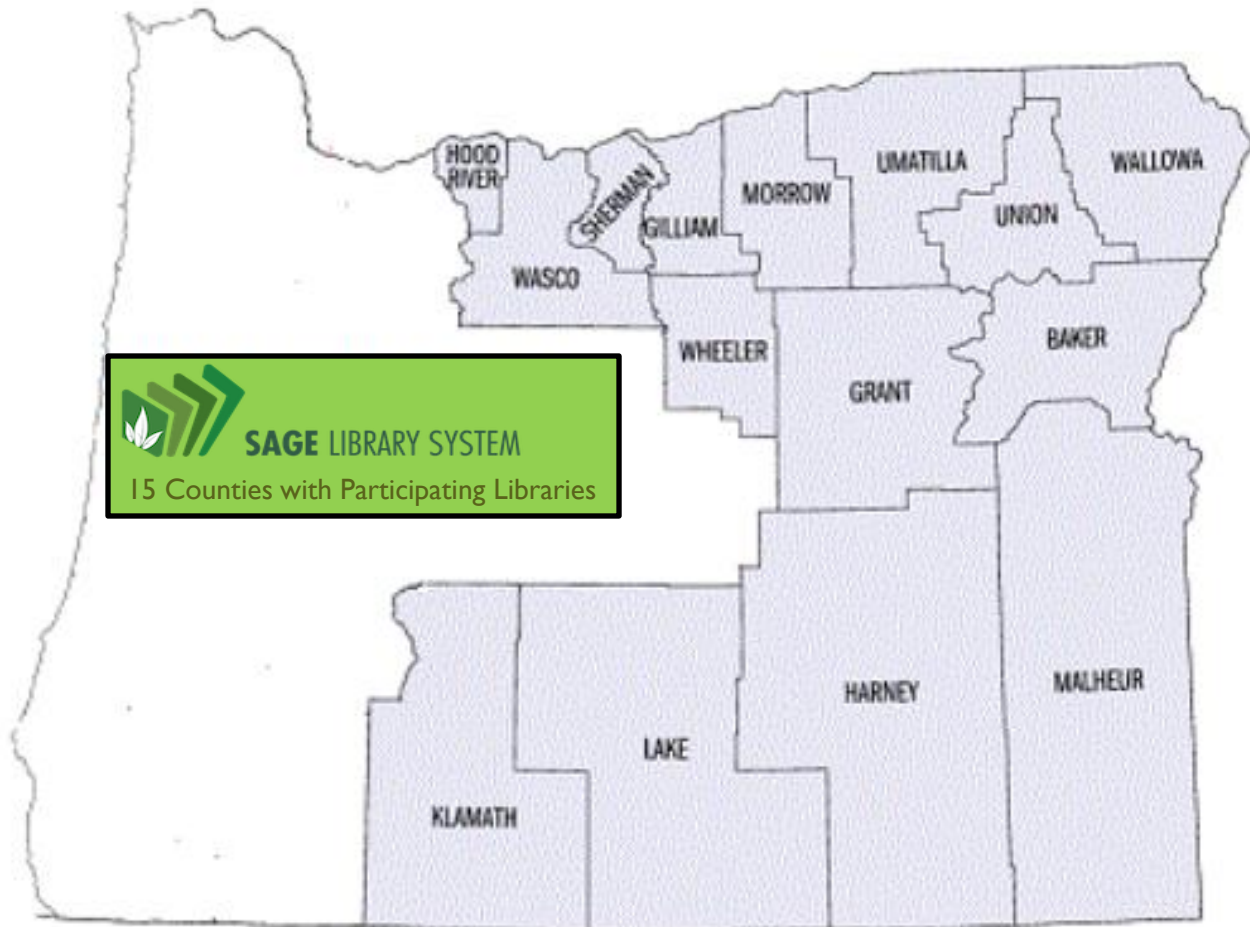




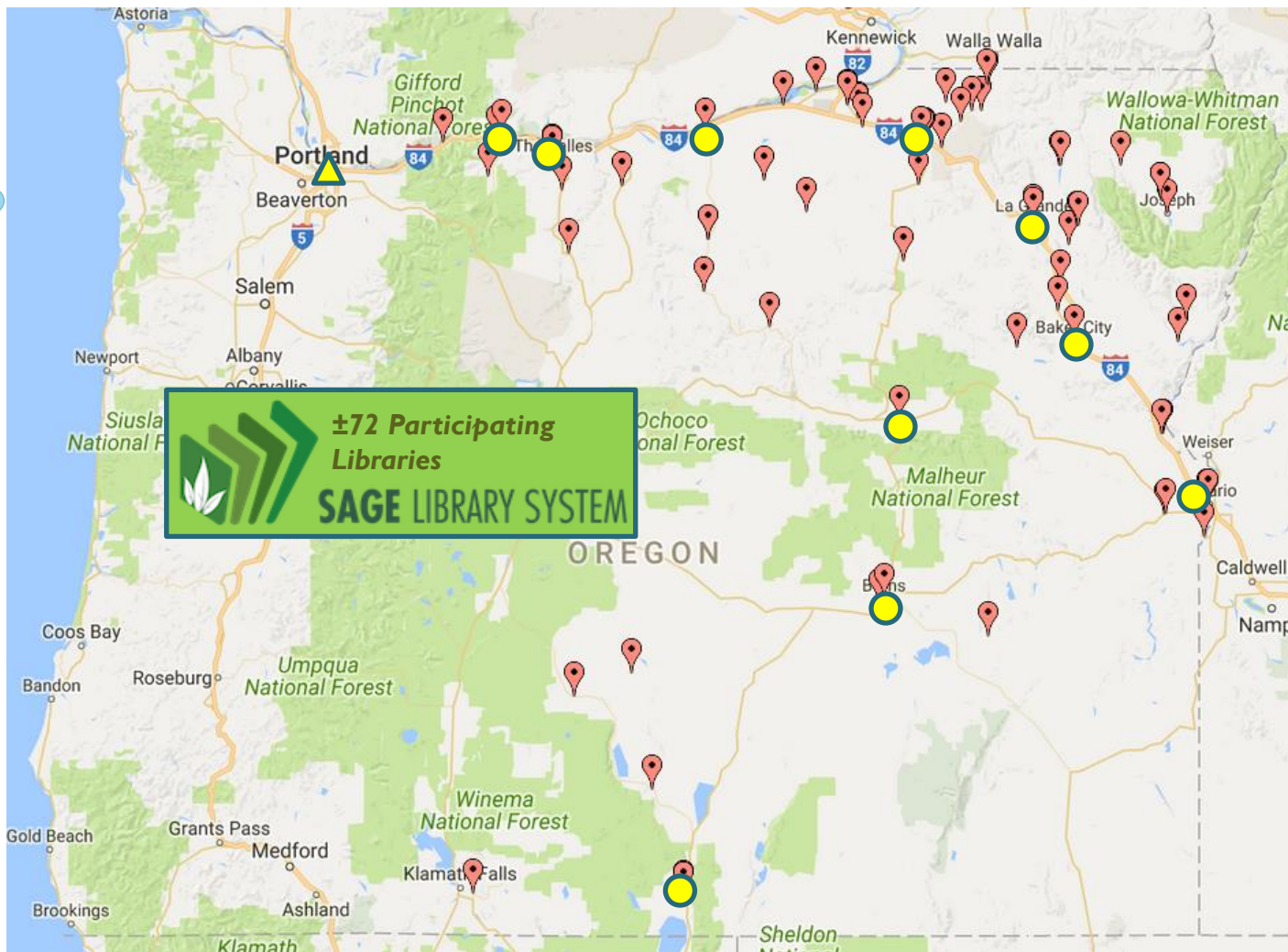
Just Bag It

OR

How to get your ILLs from here to there
efficiently and safely

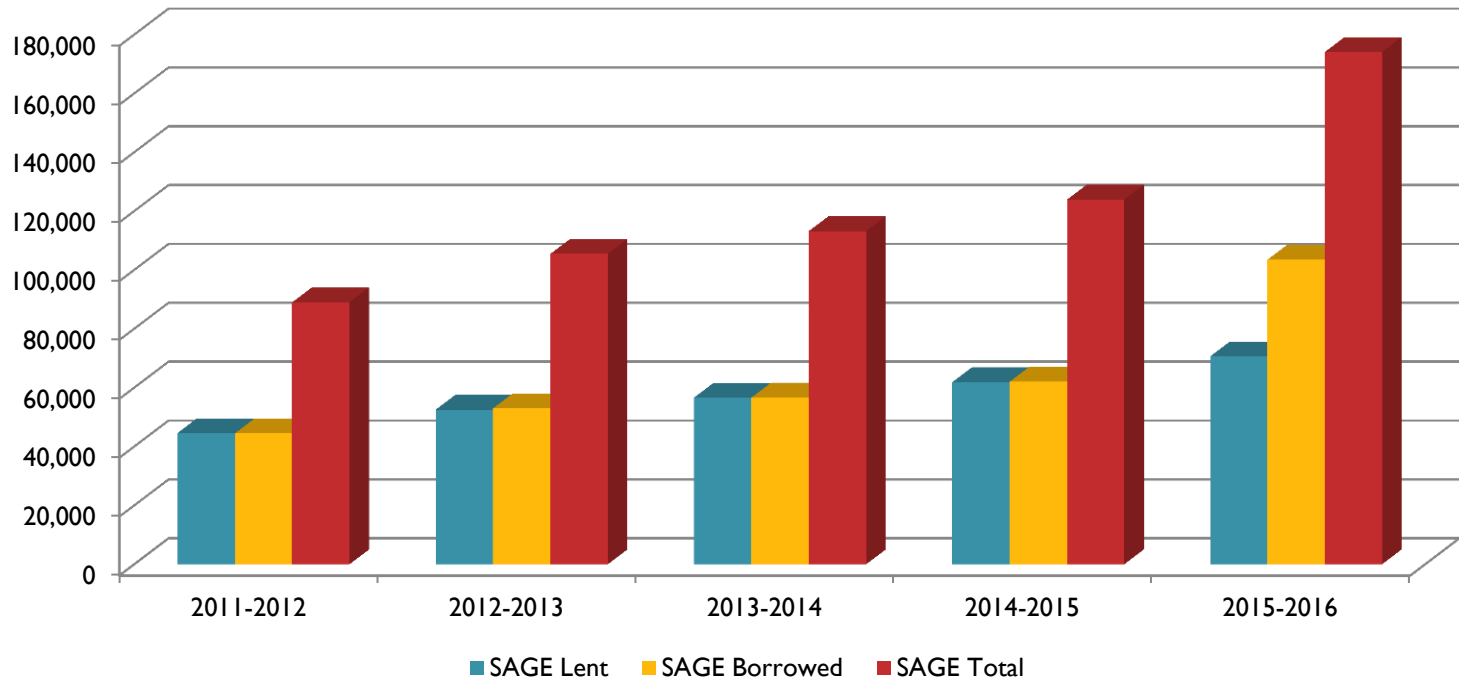


 **SAGE LIBRARY SYSTEM**
15 Counties with Participating Libraries

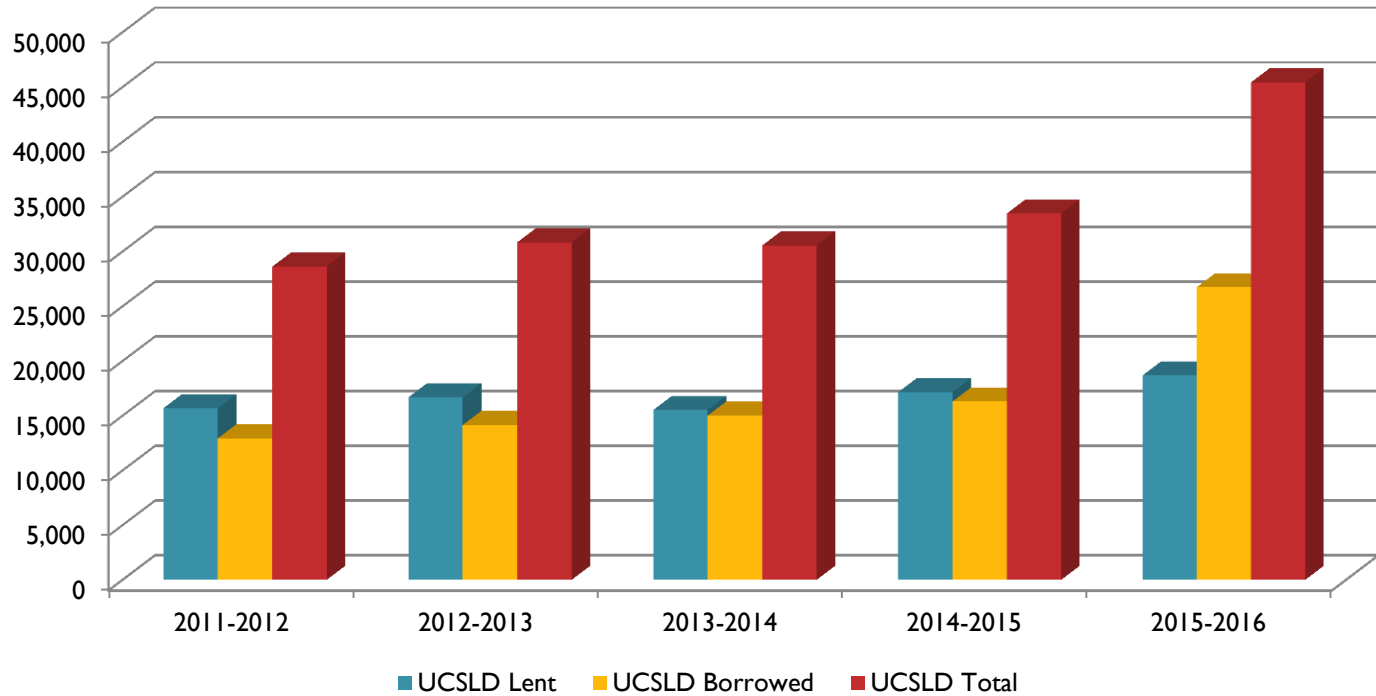


- Key**
-  Libraries
 -  Hubs
 -  Senvoy Sorting Site

SAGE ILL Lent and Borrowed '11/'12 – '15/'16



UCSLD ILL Lent and Borrowed '11/'12 – '15/'16



Why?

- Need to efficiently and safely pack crates
- IMESD truck is running out of space
- Drivers need to be in and out quickly
- Protect our collections

Definitions

COURIER –

One or more groups transporting materials between libraries (e.g. InterMountain ESD (IMESD), Orbis Cascade/Senvoy)

DESTINATION SITE –

The library receiving materials your library sent

HUBS –

Central locations where all library materials are sorted for shipping to destination sites (other libraries)

Materials



Green Bags



DVD and Audio Boxes



Crates

Bag Usage





ONLY USE within Sage





Send to EOU to return to
Orbis Cascade

Labels

  From Intermountain ESD	Baker County Library 2400 Resort Street Baker City, OR 97814 _____ Attention: Sumpter
--	---

72

  From Intermountain ESD	Baker County Library 2400 Resort Street Baker City, OR 97814 _____ Attention: Mixed
--	---

72

Packing Bags



Packing Bags



COMING SOON

UPDATED



SAGE LIBRARY SYSTEM

Sage Library System
Courier Procedures

www.sagelib.org



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