

Rhode Island Application for Free Library Services to Institutions.  
 This form may be faxed to 401-574-9320, or emailed to [talking.books@olis.ri.gov](mailto:talking.books@olis.ri.gov)

**RI Office of Library & Information Services**  
**Talking Books Library**  
 That All May Read



One Capitol Hill  
 Providence, RI 02908

(401) 574-9310

email: [talking.books@olis.ri.gov](mailto:talking.books@olis.ri.gov)  
[www.olis.ri.gov/tbl/](http://www.olis.ri.gov/tbl/)

Talking Books Plus is administered by the Rhode Island Office of Library and Information Services. We are a regional library, part of the National Library Services for the Blind and Physically Handicapped, a program sponsored by the Library of Congress that provides free recorded books and equipment to eligible readers.

**Please Print or Type**

Name of Institution \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

**Number of Persons unable to read or use regular printed material who will be served:**

Talking Book Readers \_\_\_\_\_ Braille Readers \_\_\_\_\_ BARD Accounts \_\_\_\_\_

**Books, Magazines, Materials, and Equipment Accessories**

Please check the box provided for any of the following items and/or services that you wish to receive, and indicate the quantity needed.

**Materials and Equipment**

**Quantity**

- |                          |   |       |
|--------------------------|---|-------|
| <input type="checkbox"/> | Books recorded on digital cartridge with digital player | _____ |
| <input type="checkbox"/> | Braille and Audio Reading Download (BARD)               | _____ |
| <input type="checkbox"/> | Braille Books   | _____ |
| <input type="checkbox"/> | Braille Magazines                                       | _____ |

**Accessories for Digital Talking-Book Player**

- |                          |   |       |
|--------------------------|---|-------|
| <input type="checkbox"/> | Amplifier (Issued solely for use by readers with profound hearing loss; | _____ |
| <input type="checkbox"/> | Digital talking-book remote control unit                                | _____ |
| <input type="checkbox"/> | Headphones (Issued solely for use where speakers are not permitted)     | _____ |
| <input type="checkbox"/> | Pillow Speakers (Issued solely to readers confined to bed)              | _____ |

## Return of Equipment

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Playback equipment and accessories are supplied to eligible persons on extended loan. If this equipment is not being used in conjunction with recorded reading material provided by the Library of Congress and its cooperating libraries, it must be returned to the issuing agency.

### To be completed by Certifying Authority (See Sections B & C, page 3, for definitions)

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I hereby certify that the institution named serves patrons who are unable to read or use regular printed materials because of blindness, visual disabilities, or physical limitations. I further certify that reading materials and equipment borrowed will be used by only such persons.

#### Please print or type:

Name of Administrator

Title

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Street Address

Telephone

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City

State

ZIP

---

Signature of Administrator

Date

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Administrator Email Address

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Check to receive an emailed copy of the TBL newsletter (The electronic text and a link to the downloadable recording will be emailed to you)

Institution Website

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Staff member who will be responsible for this service (person to be contacted by the library):

Name

Title

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Email Address

Telephone

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Check to receive an emailed copy of the TBL newsletter (The electronic text and a link to the downloadable recording will be emailed to you)

### Eligible Applicants

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Nursing homes, hospitals, schools for the blind, public and private schools, and college university disability centers may borrow equipment and reading materials for use by eligible patrons in a group setting. Eligible individuals, residents or clients are required to complete the individual applications and mail to **Rhode Island Talking Books Plus, One Capitol Hill, Providence, RI 02908-5803.**

Public or private schools and college university centers with eligible students having disabilities are required to submit individual applications for each student and mail to **Rhode Island Talking Books Plus, One Capitol Hill, Providence, RI 02908-5803.**

### **Eligibility of blind and other physically handicapped persons for issue of library materials**

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- A. The following persons are eligible for loan service:
1. Blind persons whose visual acuity, as determined by competent authority, is 20/200 or less in the better eye with correcting lenses, or whose widest diameter of visual field subtends an angular distance certified by competent authority as preventing the reading of regular printed materials no greater than 20 degrees.
  2. Other physically handicapped persons as follows:
    - a) Persons whose visual disability, with correction and regardless of optical measurement, is certified by competent authority as preventing the reading of regular printed materials.
    - b) Persons certified by competent authority as unable to read or unable to use regular printed material as a result of physical limitations.
    - c) Persons certified by competent authority as having a reading disability resulting from organic dysfunction and of sufficient severity to prevent their reading regular printed material in a normal manner.
- B. In cases of blindness, visual disability, or physical limitation, the administrator of the institution may serve as the certifying authority.
- C. In the case of reading disability from organic dysfunction, competent authority is defined as doctors of medicine and doctors of osteopathy who may consult with colleagues in associated disciplines.
- D. Eligible readers must be residents of the United States, including the several states, territories, insular possessions, and the District of Columbia, or American citizens domiciled abroad.

### **Lending of Materials and Classes of Borrowers**

**Veterans.** In the lending of books, recordings, playback equipment, musical scores, instructional texts, and other specialized materials, preference shall be given at all times to the needs of the blind and other physically handicapped persons who have been honorably discharged from the armed forces of the United States.

**Institutions.** Institutions such as schools, residential care facilities, hospitals, and other establishments regularly attended by blind and/or physically handicapped individuals may borrow special format reading materials and playback equipment solely for the use of persons certified as eligible, who must be the direct and only recipients of the materials and equipment provided by NLS.