

Rhode Island Application for Free Library Services to Institutions

This form may be faxed to us at (401) 574-9320 or e-mailed to

olis.tbplus@olis.ri.gov



Talking Books Plus
RI Office of Library & Information Services
1 Capitol Hill
Providence, RI 02908
(401)574-9310 e-mail: olis.tbplus@olis.ri.gov
Web: www.olis.ri.gov/tbp
Blog: lorinet.info/tbp
Office Hours
8:30 a.m. to 4:00 p.m.
Monday - Friday



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, which provides free recorded books and equipment to eligible readers. Find out more at our web site. www.olis.ri.gov/tbp or call us at (401) 574-9310.

Please print or type

Name of Institution _____

Street address _____

City _____ County _____ State _____ Zip _____

Telephone _____

E-mail 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.

Description	Quantity needed	Description	Quantity needed
Books and magazines		Accessories only for cassette book machine	
<input type="checkbox"/> Books recorded on digital cartridge with digital player	_____	<input type="checkbox"/> Amplifier (solely for use by readers with profound hearing loss; ask for separate application)	_____
<input type="checkbox"/> (BARD) Braille and Audio Reading Download account	_____	<input type="checkbox"/> Breath switch	_____
<input type="checkbox"/> Books recorded on audiocassette with standard cassette player	_____	<input type="checkbox"/> Extension levers	_____
<input type="checkbox"/> Magazines recorded on audiocassette	_____	<input type="checkbox"/> Headphones (solely for use when speakers are not permitted)	_____
<input type="checkbox"/> Braille books	_____	<input type="checkbox"/> Pillow speakers (solely for readers confined to bed)	_____
<input type="checkbox"/> Braille magazines	_____	<input type="checkbox"/> Remote control unit (issue for readers confined to bed or who have difficulty with mobility, ask for separate application)	_____
Accessories only for digital talking-book machines		Return of Equipment	
<input type="checkbox"/> Amplifier (solely for use by readers with profound hearing loss; ask for separate application)	_____	Playback equipment and special accessories are supplied to eligible institutions on extended loan. If this equipment is not being used in conjunction with recorded reading material provided by the Library of Congress and Rhode Island Talking Books Plus, it must be returned to the issuing agency.	
<input type="checkbox"/> Headphones (solely for use when speakers are not permitted)	_____		
<input type="checkbox"/> Pillow speakers (solely for readers confined to bed)	_____		

To Be Completed by Certifying Authority (see Sections B and C, next page, for definitions)

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 such persons only.

Please print or type:

Name of administrator _____ Title _____

Street address _____ Telephone _____

City _____ State _____ Zip _____

Signature of administrator _____

E-mail address of administrator _____

Check to receive e-mail Newsletter (the electronic text and a link to a downloadable recording will be emailed to you)

Web address of agency _____

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

Name _____ Title _____

Telephone _____ E-mail address _____

Check to receive e-mail Newsletter (the electronic text and a link to a downloadable recording will be emailed to you)

Eligible applicants

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 individual, resident 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 them 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

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 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.