

OKLAHOMA LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED



Empower Oklahomans with Disabilities

Oklahoma Library for the Blind and Physically Handicapped
300 N.E. 18th Street, Oklahoma City, Oklahoma 73105
405-521-3514

Fax: 405-521-4582
Toll free: 1-800-523-0288
TDD: 405-521-4672

E-mail: olbph@okdrs.gov
Website: www.olbph.org

Institutional Application for Free Library Service

Library records are confidential.

Name of Institution _____

Mailing address _____

City _____ County _____ State OK ZIP _____

E-mail address _____

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

Name _____ Title _____

Phone/Extension _____

Eligible Applicants

Nursing homes, libraries, hospitals and schools for the blind or physically handicapped may borrow equipment and reading materials for use by eligible patrons in either a group setting or for individual use. The institution is responsible for keeping a record of the serial numbers of all machines assigned to the institution. Eligible residents, not the institution, are responsible for equipment borrowed directly using individual application.

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.

Public or private schools where handicapped students are enrolled must submit an institutional application **as well as** individual applications for each student accompanied by certification of eligibility for each applicant.

For music materials, i.e., scores, instructional recordings, music magazines, individual applications must be submitted.

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

Talking book readers: _____ Braille readers: _____

To Be Completed by Certifying Authority

“Certifying authority” includes doctors of medicine; doctors of osteopathy; ophthalmologists; optometrists; registered nurses; therapists; and professional staff of hospitals, institutions, and public or private welfare agencies. In the absence of any of these, certification may be made by professional librarians. In the case of a reading disability, a M.D. or D.O. must certify this application.

Please print or type except for your signature.

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

Name of administrator _____ Title _____

Mailing Address _____ Phone _____

City _____ State _____ Zip _____

Signature of administrator _____

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.

- | | |
|---|--|
| <input type="checkbox"/> Books recorded on digital cartridge and digital player | <input type="checkbox"/> High Volume Player. Special order item. |
| <input type="checkbox"/> Magazines recorded on digital cartridge | <input type="checkbox"/> Headphones |
| <input type="checkbox"/> Braille books | <input type="checkbox"/> Pillow speaker (issued solely to readers confined to bed) |
| <input type="checkbox"/> Braille magazines | |

Return of Equipment

Playback equipment and accessories are supplied to eligible persons on extended loan. If this equipment is not being used for reading recorded material provided by the Library of Congress and its cooperating libraries, please return it to the issuing agency.

Talking Book Topics and Braille Book Review

Talking Book Topics is a bimonthly publication describing the latest books available in audio or braille. This publication is available in large print, cassette or computer disc.

Braille Book Review is a bimonthly publication which lists braille materials available from NLS and is for braille readers only.

Talking Book Topics (Check only one):

- In large print
- On digital cartridge

Braille Book Review (Check only one):

- In braille with print
 - In print
-

Reading Preferences

- | | |
|--|---|
| <input type="checkbox"/> Adventure stories | <input type="checkbox"/> History—world |
| <input type="checkbox"/> Animal stories | <input type="checkbox"/> Horror Fiction |
| <input type="checkbox"/> Animals and Wildlife | <input type="checkbox"/> Mysteries |
| <input type="checkbox"/> Biographies | <input type="checkbox"/> Poetry |
| <input type="checkbox"/> Career and Job Training | <input type="checkbox"/> Religion and Inspiration |
| <input type="checkbox"/> Children's fiction | <input type="checkbox"/> Religious fiction |
| <input type="checkbox"/> Children's nonfiction | <input type="checkbox"/> Romance |
| <input type="checkbox"/> Classics | <input type="checkbox"/> Science |
| <input type="checkbox"/> Contemporary Fiction | <input type="checkbox"/> Science fiction |
| <input type="checkbox"/> Cooking and Food | <input type="checkbox"/> Sports |
| <input type="checkbox"/> Current Events | <input type="checkbox"/> Suspense stories |
| <input type="checkbox"/> Diet and Nutrition | <input type="checkbox"/> Travel and Adventure |
| <input type="checkbox"/> Fantasy | <input type="checkbox"/> True Crime |
| <input type="checkbox"/> Gothic fiction | <input type="checkbox"/> War fiction |
| <input type="checkbox"/> Historical fiction | <input type="checkbox"/> War nonfiction |
| <input type="checkbox"/> History—U.S. | <input type="checkbox"/> Westerns |

For children's books, please give reading grade level: _____

Other preferences/ favorite authors: _____

If you wish to receive books in other languages, list the languages: _____

No strong language No violence No sex No books over 24 hours long

Additional Services

BARD (Braille and Audio Reading Download)

BARD is a service offered by NLS and this library that allows qualified patrons and institutions to download audio and braille books and magazines to their computer, where they can unzip the file to a blank digital cartridge or jump drive, and listen to it on their library-provided player.

Note: Public Libraries may only sign up for a demo account on BARD, for the purpose of training individual patrons of the Library for the Blind and Physically Handicapped in its use.

For more information, please enter your email address here:

Email: _____

Oklahoma Telephone Reader

Oklahoma Telephone Reader is a free service recorded by volunteers. It offers Oklahoma news over the phone, including editorials, weekly store ads, obituaries and a variety of other articles. For more information, please mark below:

Yes **No**

NEWSLINE

NEWSLINE is a free service offered by the National Federation for the Blind that allows patrons access to hundreds of newspapers and magazines via the phone. If you would like more information and an application, please mark below:

Yes **No**

VOTER REGISTRATION STATEMENT

Name: _____ Date: _____

IF YOU ARE NOT REGISTERED TO VOTE WHERE YOU LIVE NOW, WOULD YOU LIKE TO APPLY TO REGISTER TO VOTE HERE TODAY?

YES _____ NO _____ I am already registered.

Signature: _____

1. Applying to register or declining to register to vote will not affect the amount of assistance that you will be provided by this agency.
2. If you would like help in filling out the voter registration application form, we will help you. The decision whether to seek or accept help is yours. You may fill out the application form in private.
3. If you believe that someone has interfered with your right to register or to decline to register to vote, your right to privacy in deciding whether to register or in applying to register to vote, or your right to choose your own political party or other political preference, you may file a complaint with the Oklahoma State Election Board, Room B6, P.O. Box 53156, State Capitol, Oklahoma City, OK 73152, or call 405-521-2391.
4. If you decline to register to vote, the fact that you have declined to register will remain confidential and will be used only for voter registration purposes.
5. If you do wish to register to vote, the office at which you submit a voter registration application will remain confidential and will be used only for voter registration purposes.
6. If you do not check any box, you will be considered to have decided not to register to vote at this time.