



- Your Reading Group Membership entitles you to borrow sets of books from our Reading Group Collection free of charge.
- A list of titles in the collection is included in your Reading Groups pack and can also be seen on the Reading Groups pages on our website at www.oxfordshire.gov.uk/readinggroups
- We recommend that you opt for our Librarian Selection service whereby the librarians will choose a title from our carefully selected list to supply to your reading group for each meeting; this works well for reading groups that really want to expand their reading choices and enjoy literature.
- Alternatively, you can send in a wish list of about 50 titles you would like to read, or tell us which titles you
 would rather not receive, leaving us a wide choice to select from. If none of your choices are available the
 Librarians will select a surprise choice to send to you. Unfortunately, we cannot provide a specific book for a
 specific meeting date.
- We also need a list of your meeting dates at least six months in advance, or a regular meeting pattern to ensure you receive your books in good time for your meeting. We regret that we are unable to accept ad hoc requests for books.
- You will need someone to be a contact person (co-ordinator) for the group who will be responsible for letting
 us know which books you would like to read and who will be responsible for making sure that the books are
 all returned. The co-ordinator will hold the library card and PIN, allowing them to renew books on-line thus
 avoiding fines which are charged at the standard overdue rate per book.
- Your group can borrow a set of up to 12 copies at a time let us know at the outset how many members you have in your group.
- If there is a title that you would like to read which is not on the list, we can consider purchasing a set please send us your suggestions.
- You will also need to let us know the library from which you would like to collect the books.
- We will let you know, normally by email, when we send the books for collection. Please bring the email with you when you collect the books.
- Please allow 3-4 days for delivery. You may wish to telephone before making a special journey. Opening times for all Oxfordshire libraries can be found on our website www.oxfordshire.gov.uk/libraries
- Sets of books should be returned complete; i.e. the same number of books that were originally supplied to you. If any copies are missing they can be renewed once before a replacement charge is made.
- We have supplied a record sheet which you can complete to help you keep a track of which group members are reading which copy.
- Some groups like to keep a "kitty" to cover the costs of replacing any books that go astray, or to pay any fines.

Please contact Reading Groups on readinggroups@oxfordshire.gov.uk or phone 01865 816490 and leave a message.

