

# New Jersey Interlibrary Delivery System

## AUGUST 2020

LIBRARY NAME: \_\_\_\_\_

DELIVERY ID: \_\_\_\_\_ CONTACT EMAIL: \_\_\_\_\_

***This log is to be filled in by the LIBRARY's staff!!!***

**\*\*\* PLEASE RECORD NUMBER OF OUTGOING PACKAGES DAILY \*\*\***

| DAY OF MONTH | INITIALS OF DRIVER | PACKAGES SENT |
|--------------|--------------------|---------------|
| S/S          |                    |               |
| 3            |                    |               |
| 4            |                    |               |
| 5            |                    |               |
| 6            |                    |               |
| 7            |                    |               |
| S/S          |                    |               |
| 10           |                    |               |
| 11           |                    |               |
| 12           |                    |               |
| 13           |                    |               |
| 14           |                    |               |
| S/S          |                    |               |
| 17           |                    |               |
| 18           |                    |               |
| 19           |                    |               |
| 20           |                    |               |
| 21           |                    |               |
| S/S          |                    |               |
| 24           |                    |               |
| 25           |                    |               |
| 26           |                    |               |
| 27           |                    |               |
| 28           |                    |               |
|              |                    |               |
| 31           |                    |               |

**TOTALS:**

- Make sure library's name is on the form: PLEASE TALLY TOTALS at the end of the month.
- Maintain local file of this statistics sheet for 12-months (rolling).
- Total the delivery statistics at the end of the month and submit them online no later than the 10th of the following month (Online Form: <https://librarylinknj.org/delivery/stats-report-form>).
- Please read the new requirements for reporting your monthly delivery statistics online at: <https://librarylinknj.org/delivery/statslog>
- Please note any missed delivery or problem directly onto this sheet along with a call to our office.



44 Stelton Road, Suite 330, Piscataway, NJ 08854 | [librarylinknj.org](https://librarylinknj.org)  
TEL: 732-752-7720 | FAX: 732-752-7785