

New Jersey Interlibrary Delivery System

MARCH 2024

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
1		
S/S		
4		
5		
6		
7		
8		
S/S		
11		
12		
13		
14		
15		
S/S		
18		
19		
20		
21		
22		
S/S		
25		
26		
27		
28		
29	GOOD FRIDAY	
S/S		

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 use the Delivery Support Form for any issues and requests: <https://librarylinknj.org/support/delivery>