

New Jersey Interlibrary Delivery System

OCTOBER 2022

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	COLUMBUS DAY	
11		
12		
13		
14		
S/S		
17		
18		
19		
20		
21		
S/S		
24		
25		
26		
27		
28		
S/S		
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 use the Delivery Problem Form to report problems:** <https://librarylinknj.org/delivery/problem-form>



2300 Stuyvesant Ave., Trenton, NJ 08618 | librarylinknj.org
 TEL: 732-752-7720 | FAX: 732-752-7785