

# GLASS: Georgia Libraries for Accessible Statewide Services

*A division of Georgia Public Library Service*

GLASS supports accessible library services in Georgia by providing accessible reading materials to those who, due to a disability, are unable to read standard print. This includes:

- free library service, by mail, to qualified registered users
- access to thousands of digital books and many magazines available in audio and in braille, with thousands available for download
- loans of playback machines for use with recorded and digital material
- large print books and audio described DVDs
- free Bookshare accounts for registered users of all ages

To start taking advantage of the library services available through GLASS, read the eligibility requirements on page two, then complete and return the attached application for free library service. Please call or e-mail GLASS if you need additional information.

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## **Georgia Libraries for Accessible Statewide Services**

**Toll-free: 1-800-248-6701**

**E-mail: [glass@georgialibraries.org](mailto:glass@georgialibraries.org)**

**Please return completed application to:**

GLASS

55 Park Place NE

Suite 300

Atlanta, GA 30303

Fax: 404-657-1459



Georgia Libraries  
for Accessible  
Statewide Services

**Eligibility of blind and other disabled persons for loan of library materials**

The following people are eligible for service: residents of the United States, including territories, insular possessions, the District of Columbia, and American citizens living abroad.

1. Those people whose visual acuity, as determined by competent authority, is 20/200 or less in the better eye with correcting lenses, or whose widest diameter of visual field subtends an angular distance no greater than 20 degrees.
2. Those with physical disabilities are eligible as follows:
  - a. Persons whose visual impairment, with correction and regardless of optical measurement, is certified by competent authority as preventing the reading of regular printed material.
  - b. Persons certified by competent authority as unable to read or unable to use regular printed material because of physical limitations.
  - c. Persons certified by competent authority as having a reading disability resulting from organic dysfunction and of sufficient severity to prevent reading regular printed material in a conventional manner.

*Certifying authority:*

- In cases of blindness, visual or physical impairment, “competent 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 (e.g., social or case workers, counselors, rehabilitation teachers, and superintendents). In the absence of any of these, certification may be made by professional librarians or by any person whose competence under specific circumstances is acceptable to the Library of Congress.
- In the case of a reading disability from organic dysfunction, competent authority is defined as doctors of medicine and doctors of osteopathy who may consult with colleagues in associated disciplines.

**To Be Completed by Certifying Authority:**

I certify that the named applicant requesting library service is unable to read or use regular printed material for the reason indicated on this form.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please print or type:**

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

**GLASS: Georgia Libraries for Accessible Statewide Services  
Application for Free Library Service — Individuals**

Institutions: Please fill out the Application for Institutions

*Please print or type:*

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Street address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (home) \_\_\_\_\_ (cell) \_\_\_\_\_

Date of birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Gender: F M

E-mail address \_\_\_\_\_

Alternate contact if you cannot be reached for an extended period:

Name \_\_\_\_\_ Telephone \_\_\_\_\_

**Veterans receive preference in lending of materials and equipment in accordance with Public Law 89-522. Please check here if you have been honorably discharged from the armed forces of the United States.**

Indicate the primary disability preventing you from reading standard printed material. Please check only one box.

Blindness	Visual Impairment	Physical Impairment
Deaf-Blindness	Reading Disability	

In addition to any of the qualifying disabilities above, do you also have a hearing impairment? If yes, please indicate the degree of hearing loss.

Profound – cannot hear or understand speech

Moderate – some difficulty hearing and understanding speech

Would you like to receive updates on GLASS services, including the GLASS newsletter HourGLASS? Please tell us the best method of keeping you informed.

U. S. Postal Service

E-mail

***Mail addresses and e-mail addresses will NOT be shared with third parties.***

## **Books, Magazines, Materials and Equipment**

You may borrow any of the following items. Please check those you wish to receive. Contact GLASS for full descriptions of items.

### *Books and Magazines*

Books recorded on digital cartridge with digital players

Magazines recorded on digital cartridges

Braille and Audio Reading Download (BARD) service for personal computers and mobile devices (users supply equipment; requires a separate registration)

Braille books

Braille magazines

### *Accessories for Digital Talking Book Machine*

High volume player and headphones (Solely for use by readers with profound hearing loss; ask for separate application)

Headphones

Pillow speaker (Solely for readers confined to bed)

Digital cartridge cable (used to connect a cartridge to a computer's USB port)

### *Music Materials*

Note: Recorded music for recreational listening is not available through this program

Music instruction on digital cartridge

Music magazines in braille

Music scores in braille

Music scores in large print

Music appreciation materials on digital cartridge

Music appreciation materials in braille

### *Are you interested in information about:*

Bookshare (read free accessible ebooks on your computer or tablet)

PINES library card (large print books and audio described DVDs and Blu-rays)

NFB-NEWSLINE (audio news accessed through an app or your telephone)

Georgia Radio Reading Service, GaRRS (audio news and books accessed through a free special radio, your phone, or an app)

## **Return of Equipment**

Playback equipment and accessories are supplied to eligible persons on extended loan. If this equipment is not being used in conjunction with recorded reading material provided by the Library of Congress and its cooperating libraries, it must be returned to GLASS.

## Reading Preferences

Please select one of the options below:

Send only the specific titles I request. Do not select books for me.

I wish to have books selected for me.

If you wish to have books selected for you, the library needs information about your reading interests. Please check the types of books or subjects you prefer, or write your reading interests in the space provided.

Adventure stories	Fantasy	Poetry
Animals and wildlife	Folklore	Psychology and self-help
Bestsellers Fiction      Nonfiction	Gardening	Religious Religion _____
Biography/autobiography	Georgia interest	Romance
Business, economics	Gothic novels	Science
Career and job training	Government, politics	Science fiction
Children's fiction Reading level _____	Health	Short stories
Children's nonfiction Reading level _____	Historical fiction	Southern interest
Christian fiction	History U.S.      World	Sports
Classic novels	Humor	Spy stories
Computers	Music appreciation	Suspense stories
Cooking	Mysteries	Travel
Entertainers/Celebrities	Nature	War and war stories Fiction      Nonfiction
Family stories	Occult and supernatural	Westerns
	Philosophy	

Other preferences: \_\_\_\_\_

I wish to receive books in the following languages: \_\_\_\_\_

I do not wish to receive books that contain:

Strong language

Violence

Explicit descriptions of sex



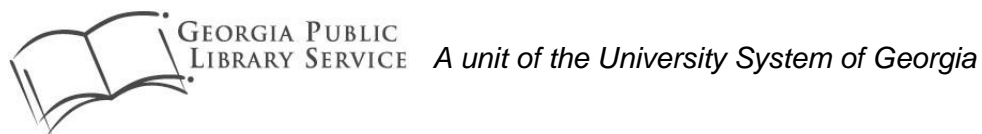
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The Georgia Libraries for Accessible Statewide Services (GLASS) network is a division of Georgia Public Library Service (GPLS) and a unit of the Board of Regents of the University System of Georgia. GLASS is a cooperating library of the Library of Congress National Library Service for the Blind and Physically Handicapped (NLS).



**Fold and mail application. Make sure Free Matter text is showing for free postage.**

**FREE MATTER  
FOR THE BLIND**

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Accessible Statewide Services  
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Suite 300  
Atlanta, GA 30303