

RESEARCHING DURING THE TIME OF COVID-19



Special Collection staff looks forward to helping you with your genealogy and regional history research.

DO YOU HAVE A RESEARCH NEED? PLEASE CONSIDER THE FOLLOWING OPTIONS.

1. VIRTUAL REFERENCE

Can Special Collection staff assist you virtually? Save yourself the trip. Call ahead. We can:

- Scan and email documents and photos
- Print copies for you to retrieve through curbside pickup
- Fulfill Pikes Peak NewsFinder article requests online
- Offer wireless printing at all locations (except for Palmer Lake and Ute Pass Libraries).
Submit your print job to tinyurl.com/PPLDPrint, then call your local library to schedule a pickup time.

2. VISIT SPECIAL COLLECTIONS

To encourage social distancing, space is temporarily limited. We quarantine used materials for 72-hours.

- **We recommend calling ahead** to reserve a research space (microfilm reader, genealogy computer, research table, etc.) and to ensure the materials you need are available.
- Walk-ins are welcome, however please note that you may need to wait for an open space. It is also possible the materials you need are in quarantine and unavailable.
- Research spaces are available for a 55-minute reservation. You may have the option of extending your reservation, if another patron hasn't reserved the space.

PLANNING FOR YOUR VISIT

Some of our procedures have temporarily changed.

- We have very limited locker space; please only bring permitted items with you.
 - ✔ Yes – Pencils, paper, laptop
 - ✘ No – Books, pens, food or drink
- Mask are required at the Library.
- We recommend arriving early for your full 55-minute reservation.
- Please consider visiting Special Collection alone. Every person counts as a reservation slot.

QUESTIONS? THERE ARE MULTIPLE WAYS TO CONTACT OUR TEAM:

- **Email Special Collections,**
ppld.org/contact-us
- **Book a Librarian** for virtual reference
or Zoom appointments, ppld.org/book-a-librarian
- **Call Special Collections,**
Regional History: (719) 531-6333, x1253
Genealogy: (719) 531-6333, x1252