



## Library Reopens to Getty Staff: July Services

We're excited to announce that the Library will begin its phased reopening to Getty staff on July 6<sup>th</sup>. The following services will be offered during the month of July:

**Library Reference services** will be available Monday-Friday, 9:30 am-5:00 pm by phone (310) 440-7390 or [reference@getty.edu](mailto:reference@getty.edu) email. Limited in-person hours will be offered from 10:00 am -11:00 am Monday through Friday. Contact Reference with inquiries about collections research, library orientations, library circulation, Special Collections Reading Room appointments, imaging requests, access to Plaza Reading Room use only materials, etc.

**Library Circulation** will move to a weekly schedule for paging and delivering circulating library materials at the Getty Center and Villa. Curbside book pickup services will no longer be offered.

- Materials requested by each Wednesday at 10:00 am will be available for pickup at the GRI or delivery to the Museum and the GCI that same Wednesday at 4:00 pm.
- Materials requested by each Wednesday at 10:00 am will be delivered to the Villa on Thursdays at 11:00 am.
- There may be some exceptions where you'll be notified about possible delays regarding Recalls.
- Library "open" stacks on GRI L2 and L3 floors will **remain closed** in July; continue to request materials online.
- For your convenience, Curbside book return services only will be offered on Mondays: July 12, 19, and 26. See the attached PDF for *Reservio* instructions.
- Books may also be returned directly to the Circulation Desk on L2.

**Special Collections Reading Room** will be open Monday-Friday, 10:00 am-4:00 pm:

- To make an appointment contact Reference no later than 4:00 pm the previous day.
- Request Special Collections materials no later than 9:00 am the day of your appointment.
- There may be some exceptions where you'll be notified about possible delays regarding Recalls or Cold Storage materials. Please try to page in advance.

**Interlibrary Loan** borrowing of physical items will resume:

- Deliveries will be weekly (Center: Wednesday at 4:00 pm, Villa: Thursday at 11:00 am).
- If you've received a notice that your book has arrived, you can retrieve the book directly from the ILL desk on L2 of the GRI or wait for the weekly delivery.
- If you will not be on-site at all in July, please alert ILL staff so we will not request physical loans on your behalf.
- While most ILL books will still need to be used on-site, books that can be taken home will be clearly labeled as such. Email [interlibraryloan@getty.edu](mailto:interlibraryloan@getty.edu) or call (310) 440-7395 with questions.

Watch Getty THIS WEEK for updates regarding additional hours and services in August.



