

SUMMER READING LIBRARY VISIT CHECKLIST





GREET THE FAMILY AND LOOK THEM UP IN BEANSTACK (No matter what they tell you)




IF THEY DON'T HAVE AN ACCOUNT, CREATE ONE (Use the parent as the account creator & add each child as a reader)



IF THEY ALREADY HAVE AN ACCOUNT:

-  PROVIDE THEIR LOGIN & RESET THEIR PASSWORD (If necessary)
-  UPDATE EACH READER'S INFORMATION




ENROLL EACH READER IN THIS YEAR'S CHALLENGE & GIVE THEM THE FAQ (Copy & paste the library card # if necessary)



GIVE THEM THEIR REGISTRATION PRIZE & CHECK IT OFF IN BEANSTACK



CHECK OFF THE LIBRARY VISIT IN BEANSTACK & OFFER THEM THIS WEEK'S COUPON OR PRIZE



CHECK THEIR REWARDS TO SEE IF THEY'VE EARNED THE GOLD CARD OR B&N GIFT CARD



GIVE THEM THEIR REWARD & CHECK IT OFF IN BEANSTACK

First Visit Only

IMPORTANT DATES

Registration:
June 1 - August 31

**Title Sharing/
Weekly Coupons:**
June 21 - August 1
(6 weeks, Monday - Sunday)

Free Book Weeks:
August 2 - 15
(both buildings)

Teen Prize Drawing:
August 16
(Last day to pick up is August 31)

Registration:
Gold Card/Gift Card
Redemption:
June 21 - September 30