

*info* delivery quantities and locations

**DELIVERY CONTACT:** Rick George, 606-3754 or anyone in Marketing, 606-3755

**All boxes must be identified and labeled by Library location (or Dept.) / Issue date / quantity in box**

Deliver + locations to Service Center: 300 NE 50th, OKC, 73105. Please be sure to check in with the Maintenance Crew.

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| --- | --- | --- |
| +Book Centers | 100 | Back up from 80 for summer |
| +Choctaw | 150 | Down from 300 |
| +Wright | 30 |  |
| +Nicoma Park | 75 |  |
| +Harrah | 125 | Up for summer + 50 6.4.15 |
| +Luther | 30 |  |
| +Jones | 25 |  |
|  |  |  |
|  |  |  |

Deliver directly to each library location:

|  |  |  |
| --- | --- | --- |
| **Almonte** | **300** |  |
| **Belle Isle** | **350** |  |
| **Bethany** | **400** |  |
| Capitol Hill | 250 |  |
| **Del City** | **150** |  |
| **Edmond** | **300** | Down from January |
| **Midwest City** | **750** |  |
| **Northwest** | **600** | Down from 750 (October) |
| **Ralph Ellison** | **450** |  |
| **Southern Oaks** | **300** | Down from 500 2.19.15 |
| **Village** | **700** |  |
| **Warr Acres** | **300** | Up from 200 for summer 6.1.15 |
|  |  |  |

**Deliver to Downtown Library**: 300 Park Avenue, OKC 73102. Please go to the backdoor in alley, use phone and ask for Marketing

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| Downtown Library | 350 | Location Label: Downtown |
| Outreach | 200 | Location Label: Outreach |
| MLS Admin Office | 100 | Location Label: MLS Admin |
| Marketing | 15 | Location Label: Marketing – down from 50 |
| Planning | 15 | Location Label: Planning- new location order-added 2/15 |