



Fairview Free Public Library Library Class Visit Request Form

Dear Educators:

The Fairview Free Public Library is committed to supporting the educational needs of your students. Our librarians would be happy to provide a library tour or visit your school/center for a storytime, book talk, library resources presentation, or to share information about library programs.

Please complete the form below to schedule your visit. To ensure effective communication and proper planning, please e-mail, drop-off or fax the completed form at least 4 weeks in advance. A librarian will contact you to discuss the details and confirm your visit. Thank you!

Educator's name _____

Educator's email _____

School / Organization _____

School phone _____

Best time to call _____

Grade _____

Number of Students in Attendance _____

TYPE OF VISIT

- We would like to visit the Fairview Public Library
- We would like a librarian to visit our school/organization

SCHEDULING

In order of preference, please list three possible dates and times that you would like to visit the library. Please note, some hours may be unavailable for class visits due to limited space or staffing.

Date/Time _____

Date/Time _____

Date/Time _____

(Over)

PREFERRED ACTIVITIES

- Book talk
- Library card registration
- Library resources presentation/school project support
- Storytime / shared reading
- Summer library program promotion

Anything else you would like to know?

SUBMIT YOUR FORM

To ensure effective communication and proper planning, please e-mail, drop-off or fax the completed form at least 4 weeks in advance. A librarian will contact you to discuss the details and confirm your visit. Thank you!

Fairview Free Public Library

213 Anderson Avenue

(located on the South Bound of Anderson Ave. Btwn Kamena and Walker Streets)

Tel: (201) 943-6244

Fax: (201) 943-5289

Email: glitza.gutierrez@fairview.bccls.org

Library Hours

Mon-Thu: 10AM - 8PM

Fri – Sat: 10AM - 5PM

*Please check the calendar for holidays or events that may impact this schedule

213 Anderson Avenue, Fairview NJ 07022

Tel: (201) 943-6244. Fax (201) 943-5289

www.fairviewlibrarynj.org