



# Recommendation on Library Card Renewal Notices

## Recommended Card Renewal Notice

(Note: Notice will be sent 30 days ahead of expiration date in a patron record)

### **Phone / Text Message** (sent by Shoutbomb SMS)

Your library card [card number] needs to be renewed by [date].

Please contact your local library to update your information.

### **Email**

Your library card needs to be renewed.

Please contact your local library to update your information.

(Note: Email pre-expiration notices are not possible in Sierra as of 9/2/2021. WVLS is investigating options for sending email notices)

Approved 09-02-2021