

# Welcome to the 2024 edition of the RIDES Wall of Shame.

The images you are about to see are real. The names have been removed to protect the innocent.



### It is estimated that about **15,000** items are sent through RIDES each day.

## **THANK YOU** for your efforts to get materials to their destinations in a safe and timely manner.

Unfortunately, sometimes things go wrong, so please ensure you follow the correct packaging procedures.



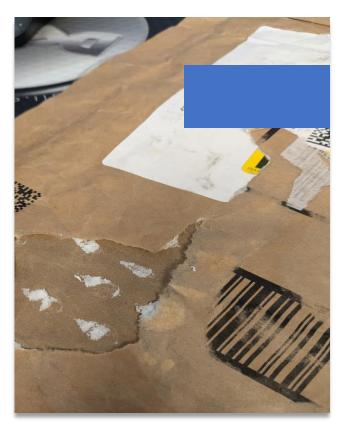


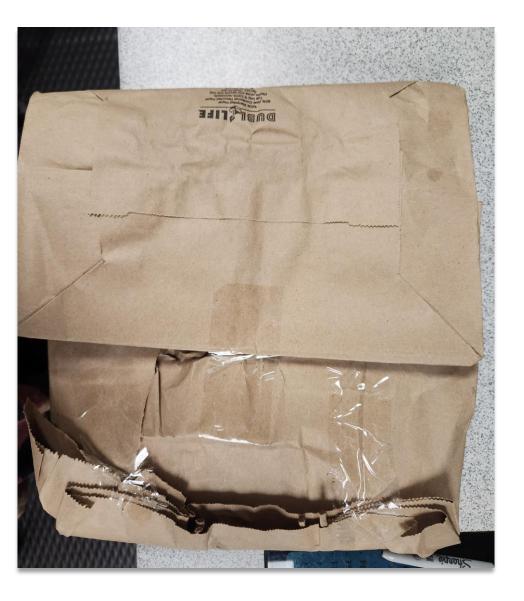
If sending materials in a cardboard box, the box must be closed and taped shut.



Pack items in bubble wrap envelopes or small cardboard boxes.

Do NOT use paper bags or brown paper Amazon envelopes.









Ensure the RIDES Shipping label is secured to the packaging, and not placed inside the package.

The courier uses the RIDES shipping label for the sorting and delivery of materials.





#### No staples!

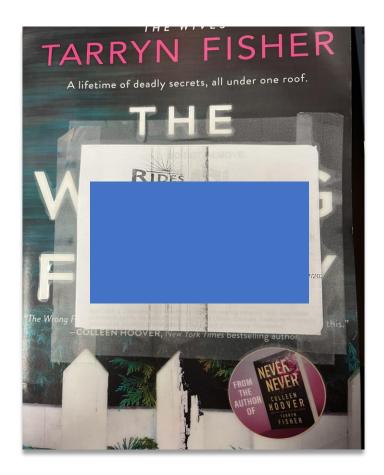
Do not use staples to secure a package sent in RIDES.

If there are staples on a package, please remove them before reusing.



#### Do not use ANY kind of tape or sticky labels directly on borrowed items.

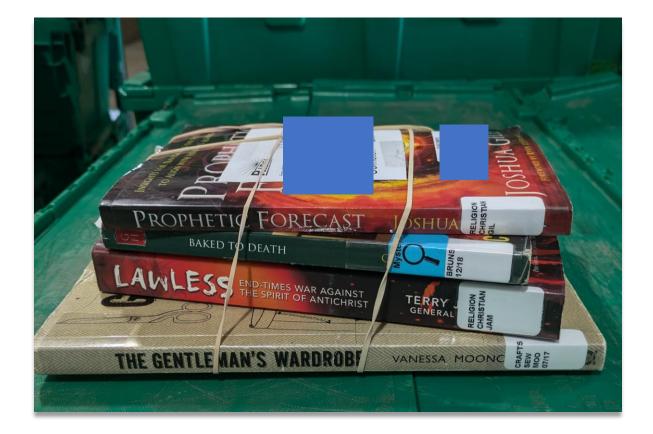


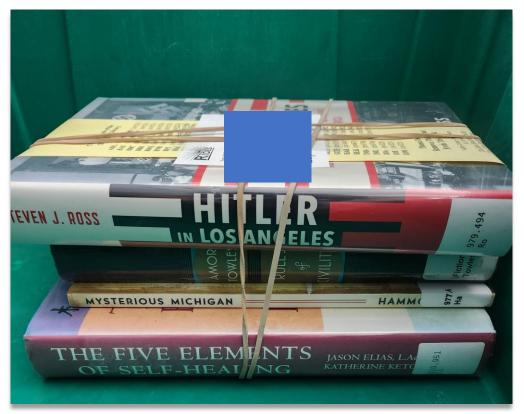






A maximum of two No Pack books may be rubber banded together. More than that can easily be separated during transit.

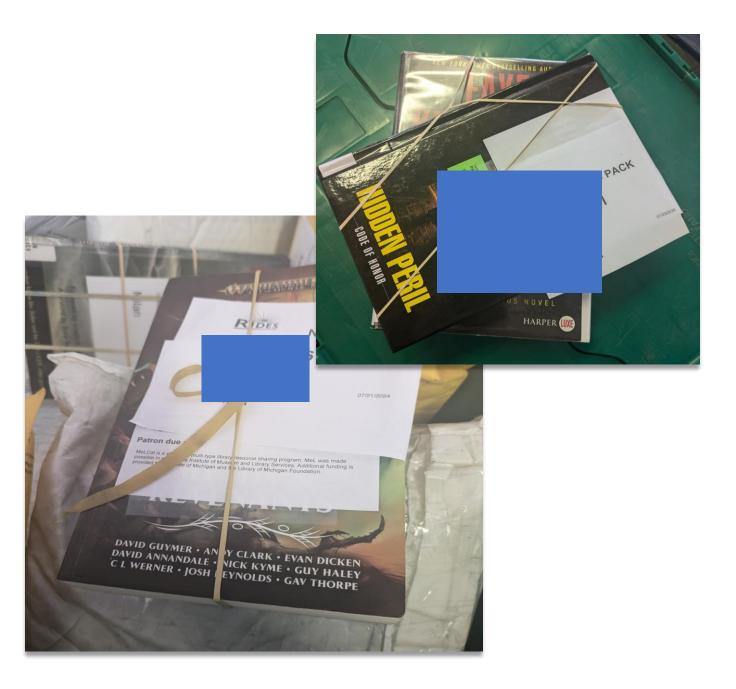






Use multiple heavyweight rubber bands to secure No Pack books.

A couple of thin rubber bands will not work to secure the RIDES shipping label and the book.

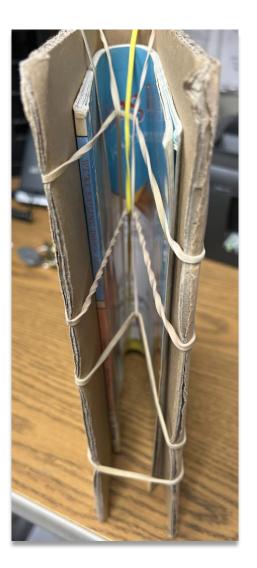


RIDES

But do not use so many rubber bands that the books becomes curled or bent.

Make sure to use the appropriate number and size of rubber bands to not cause damage.







Do not create your own RIDES shipping label!

Always print a new RIDES shipping label to ensure the item can be delivered to its destination.







Remove, cross out, or completely cover old labels.

Here, you can see the city on the old label. This can cause the item to be routed to the wrong location during the sorting process.



Audiovisual materials must be packaged, even if the lending library participates as a No Pack.

Remember that the sending library assumes all responsibility for items sent through RIDES that are packaged improperly.





#### Please have all staff review the RIDES Procedures <u>https://mcls.org/ridesprocedures</u>

#### Questions?

#### Contact us using the RIDES Assistance Form <u>https://mcls.org/rideshelp</u>