



**Questions?**

Email: [KTB@ks.gov](mailto:KTB@ks.gov)

Phone: (620) 341-6280 or (800) 362-0699

Online at: [library.ks.gov/talking-books](http://library.ks.gov/talking-books)

## **Application for Kansas Talking Books Services**

Instructions: Return completed applications through the mail or by scanning and/or emailing to [KTB@ks.gov](mailto:KTB@ks.gov). Photos of applications cannot be accepted.

### **Applicant Information**

Applicant's Name: \_\_\_\_\_ Date of Birth\*: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ **State: KS** ZIP: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

\*Required to receive service

### **Parental Acknowledgment for NLS Services and Devices (Required if under 18)**

As the parent/guardian of the applicant, I acknowledge that my child will receive services and equipment and that my child will have access to the entire NLS catalog of reading material. All materials and equipment (including digital talking-book cartridges, hard-copy braille, players, and accessories) must be returned when no longer needed.

Name (Last): \_\_\_\_\_ (First): \_\_\_\_\_ (Middle): \_\_\_\_\_

Relationship to patron: \_\_\_\_\_

Email: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

### **Alternate Contact information**

Others that are authorized to contact us/order books on your behalf.

Contact person: \_\_\_\_\_ Contact telephone: \_\_\_\_\_

Contact email: \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

**By law, preference in lending of books and equipment is given to veterans.**

\_\_\_ Please check if you have been honorably discharged for the U.S. Armed Forces.

## Eligibility of Blind and Other Print Disabled Persons for Loan of Library Materials

The following persons are eligible for loan services:

1. Legally blind persons.
2. Other print disabled persons as follows:
  - a. Persons whose visual disability, with correction, prevents the reading of standard printed material.
  - b. Persons unable to read or unable to use standard printed materials as a result of physical limitations.
  - c. Persons having a reading disability resulting from organic dysfunction and of sufficient severity to prevent their reading printed material in a normal manner.

Qualified readers must be residents of the United States, including territories, and the District of Columbia, or American citizens domiciled abroad.

### Certifying Authority

Please have one of the following certifying authorities complete this entire section: doctor of medicine, doctor of osteopathy, ophthalmologist, optometrist, psychologist, registered nurse, therapist, and professional staff of hospitals, institutions, or public or welfare agencies (such as an educator, a social worker, case worker, counselor, rehabilitation teacher, certified reading specialist, school psychologist, superintendent, or librarian)

### Eligibility Criteria (Check only one)

Deaf and Blind                       Blindness                       Visual Impairment  
 Physical Impairment (which prevents holding a book)                       Reading Disability

Does the applicant also have hearing impairment?

Moderate (some hearing loss)                       Profound (cannot hear/understand speech)

### Certification of Eligibility (Cannot be self)

I certify that the applicant named (above) has requested library services and is unable to read or use standard printed material for the reasons indicated above. (Please print or type)

Certifying Authority's name: \_\_\_\_\_

Title and Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

We will accept scanned signatures of certifying authorities in lieu of hard-copy originals. For completed electronic application forms, we can accept complete contact information for certifying authorities in lieu of handwritten signatures. "Complete contact information" includes the following mandatory fields: full legal name; title/position; organization name; complete mailing address; email address; telephone number; and date.

## Service Information

Language:  English  Spanish  Other: \_\_\_\_\_

Services Requested:  Audio  Braille  
 Download digital audio and/or braille using BARD

## Playback Equipment and Accessories

Player Selection (Choose One):

Basic – allows for listening to books and magazines

Enhanced – allows for navigation by chapters/bookmarks

I have my own personal mobile device or NLS authorized device

Accessories:

Headphones

Remote control

Breath switch (intended solely for those unable to press the buttons on the digital talking book machine)

## Book selection

I do not wish to receive books that contain:  Violence  Sex  Strong Language

Select one of the following:

Please select books for me in the categories checked below.

I will select titles from audio and/or online Talking Books catalogs.

I will download my own materials.

## Reading Preferences of Applicant

To best serve you, some suggested subjects are listed below. Check all that apply.

Amish fiction

Christian fiction

History

Romance

Animal stories

Clean reads

LGBTQ+

Science fiction

Biographies

Historical Fiction

Mystery

Westerns

Favorite author(s) and/or subjects:

## Select any of the following options:

### Preferred format to receive Kansas Talking Books Newsletter:

Email

Audio

Do not send

## Contact me about receiving the following:

Audio/Braille magazines  Currency reader  Descriptive movies

Audio-Reader Network (Local newspapers, magazines, and best-selling books on the air and on the internet, 24 hours a day)

Sign me up for NFB Newslines (free audio news service/ access to more than 500 publications, emergency weather alerts, job listings, and more)

**How did you learn about the NLS free library service? (check all that apply)**

Veterans Affairs/Defense Health

Event/Expo

Agency

Public Library

School

Friend/Family

Internet/Social Media (specify below)

Other Health Care Professional (specify below)

Vocational Rehabilitation Center

Consumer/Support Group

Other Ad (specify below)

TV Ad

Other (specify below)

Comments:

**Statement of Confidentiality/Waiver**

In accordance with authorizations in Kansas law, the personal information provided in this completed form will be held in confidence by the Kansas Talking Book Service and will not be available for examination by individuals, institutions or government agencies outside the network. You may periodically receive calls to rate your service satisfaction with Talking Books. The information on this application may only be shared with the applicant or the person identified as “contact person.”

**Return of Equipment**

Playback equipment and special attachments are supplied to eligible persons on extended loan. If the loaned equipment is not being used in conjunction with recorded reading material provided by the Library of Congress, it must be returned to the loaning library. Funding provided by the State Library of Kansas through a grant from the U.S. Institute of Museum and Library Services.

**BARD (Braille and Audio Reading Download)**

BARD is a free service available to Kansas Talking Books patrons by the National Library Service for the Blind and Print Disabled at the Library of Congress that enables users to download digital audio and/or braille books or magazines:

- from the website for use with digital talking book machine, or
- to a personal mobile device using the BARD Mobile app.

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Please see instructions for returning by mail on next page.



1<sup>st</sup> Class  
Stamp  
Required

Kansas Talking Books-Box 4055  
Emporia State University  
1 Kellogg Circle  
Emporia, KS 66801-5415



Please fold over and tape closed. Make sure to use a stamp for postage.