

KWLOT Curbside Drop-off and Pickup Guide

Welcome! You've arrived at KWLOT on a Thursday between 5 and 7pm!

Are you here for Pickup or Drop-off?

Pickup

 **Note:** Pickups will take place in front of the KWLOT doors, facing Moore Avenue.



Step 1: Reserve your items

Items can be reserved with your MyTurn account between **Friday morning at 10 a.m. and Wednesday evening at 8 p.m.** When reserving items, you will be prompted to select a time slot for pickup. This helps us ensure that your orders are ready and helps our members maintain physical distancing.

The reservation system closes long enough for us to build orders for our members and have them ready for pickups on Thursdays. This also allows us to update our inventory and ensure an accurate availability of our items from week to week.



Step 2: Picking up your items

When you arrive for pickup, your items will be waiting for you on a table/cart set out on the boulevard in front of the KWLOT doors, which face Moore Avenue. Your name will be attached to your items.



Important Note for Both Pickup and Drop-off

A reminder that a **maximum of 10 items can be loaned out** at any given time. Keeping this in mind, **please return loans prior to picking up your new items** around the other side of the building.

Drop-off

 **Note:** Drop-offs will take place at the EAFWR doors, off the parking lot.



Step 1: Dropping off your items

Items can be dropped off on Thursdays from 5-7 pm.

Please note that you do not need to schedule a pre-arranged time.

When you arrive, please practice physical distancing and stand back a distance of 2 metres while others are returning their items.

Note: This process may take longer than expected, given the information that may need to be communicated. We appreciate your patience as we adapt to this new process.

