Place Hold on Item

Live Oak Public Libraries card holders can place holds on newly purchased materials that appear in the catalog with the status “on order”.

You can place a hold on those items in the same way you can other materials.

1. Login to your PINES account at https://gapines.org/eg/opac/home

2. Enter search criteria (author, title, or keyword).

3. Select your Library Location, Live Oak Public Libraries, or All PINES Libraries. Click Search.

4. Look for your item in the search results list. Click the title to view details for the item.

5. Check the availability and status of the item. You can see items that are “on order”. Click Place Hold.

6. Select your pickup location.

7. Select preference for pickup notification.

8. Click Submit. You will be notified when your item is available for pickup. (Wait times vary.)

Click Help at any time for answers to frequently asked questions.