

Lending Library FAQs

What Is the Lending Library? The lending library is a collection of tobacco and lung health educational materials consisting of 3D displays, hands-on models, and DVD's. Breathe New Hampshire is committed to the prevention and elimination of lung disease. The goal of the lending library is to provide educators and health care providers with up-to-date educational materials at no cost.

Who can use the library? The lending library is open to any educator or health care provider at any public or private school, college, health organization or company in New Hampshire. You must be at least eighteen years of age and individual students or student organizations need the sponsorship of a staff or faculty member, parent, or other responsible adult.

Is there a cost to check out materials? No. The lending library is free, but in some cases you may be asked to supply a major credit card to secure the items you are borrowing.

How many items may I borrow at once? Up to five items may be borrowed at one time.

How do I get materials? Items must be picked up and returned in person to the Breathe New Hampshire office at 145 Hollis Street, Unit C. Manchester, NH 03101. Our regular office hours are Monday through Friday 8:00 AM to 4:30 PM and our summer office hours (Memorial Day through Labor Day) are Monday through Thursday 8:00 AM to 4:30 PM and Friday 8:00 AM to 1:30 PM. The office may be closed for holidays, events, or due to inclement weather. Please call 603-669-2411 to verify that we are open.

Can you ship materials? In some cases, items can be shipped if you agree to pay your own delivery and return shipping expenses. This reimbursement allows Breathe New Hampshire to continue to offer lending library materials at no cost.

How long may I borrow materials? The standard borrowing period is one week, but arrangements may be made to keep items for a longer period of time, depending upon their availability.

How far in advance do I need to reserve materials? Plan to reserve items at least one week in advance of the day you plan to use them.

How do I check out materials? Go to www.breathenh.org/resources/lending-library to check-out online or send a completed Lending Library Check-out Form to our office by e-mail or fax. You will receive a confirmation call or e-mail from our office when your reservation is complete.

Is there a fee for materials that are damaged or lost? Yes. You will be charged replacement costs for any item that is severely damaged, lost, or not returned.

Can I donate materials to the library? Yes. If there are items that you would like to donate, please contact Breathe New Hampshire at 603-669-2411 or send an e-mail to info@breathenh.org.