



## Research at the Library of Congress

### 'Know Before You Go' Checklist

Due to the COVID-19 coronavirus, Library of Congress is gradually reopening its doors with enhanced procedures and requirements that prioritize the health and safety of Library employees and users.

- Beginning June 1, 2021, the Library opened access to a limited number of reading rooms **by appointment only**, for researchers between the hours of 9:30 am – 4:00 pm, Monday-Friday.
- Researchers with reading room appointments may obtain or renew their reader card when they arrive. Reader Registration stations will be open in the Jefferson (LJ 139) and Madison Building (LM 133) between 8:30 am - 4:00 pm, Monday-Friday.
- Researchers will only have access to designated reading rooms that are open and will not be able to access other parts of the Library.
- ADA accommodations must be requested at least five business days in advance by contacting (202) 707-6362 or [ada@loc.gov](mailto:ada@loc.gov). Depending on the requirements, you may be asked to reschedule your visit to another time when you will be able to visit without certain precautions.

**PLEASE NOTE: The following requirements and the health screening pre-arrival are NOT optional.**

- Researchers must follow all Washington, D.C. [health](#) and [travel](#) guidance requirements. Out-of-area researchers should also review the [Centers for Disease Control and Prevention's travel guidance \(quick reference infographic\)](#).
- All researchers should complete a Pre-Visit Self-Screening. Before coming to the Library for their scheduled visit, individuals should read the Library's [Health Screening Questionnaire](#). Individuals who answer yes to any of the questions or have a temperature of 100.4 °F or higher on the day of their visit must not come to the Library. They should contact the Library to reschedule instead.
- If you are unvaccinated or partially vaccinated, please be prepared to provide proof of either a negative viral (PCR-RT) test conducted no more than 3 days prior to your travel to the area or documentation of recovery from COVID-19 infection within the previous 90 days to the health screening table upon entry to the Library of Congress. Travel from Maryland or Virginia is excepted from this requirement.
- All international travelers to include US residents, regardless of vaccination status, are required to show proof of a negative viral (PCR-RT) performed no more than 3 days prior to their flight to the United States or provide proof of recovery from COVID-19 infection within the previous 90 days."

**By showing up for your appointment, you acknowledge and agree to the following Terms of Use:**

- ☑ All researchers with appointments must comply with all health/safety procedures and protocols and social distancing policies in place. **These protocols are mandatory, regardless of vaccination status.**
- ☑ Researchers must adhere to their scheduled appointment time.
- ☑ Researchers must comply with instructions from Library staff and with the posted guidance.
- ☑ All researchers should complete a Pre-Visit Self-Screening. Before coming to the Library for their scheduled visit, individuals should read the Library's [Health Screening Questionnaire](#). Individuals who answer yes to any of the questions or have a temperature of 100.4 °F or higher on the day of their visit **must not come to the Library**. They should contact the Library to reschedule instead.
- ☑ The Library may implement COVID-19 screening on-site and check people's temperatures before admitting them to Library facilities. Individuals who are experiencing COVID-19-related symptoms or who have a temperature of 100.4 °F or higher will not be allowed entry. Individuals who refuse to be screened will not be allowed entry.
- ☑ The Library may provide a paper wrist tag or similar tag to indicate that a researcher, visitor, or attendee has been screened and admitted to Library premises on a particular day and time. Individuals must wear the appropriate tag while on premises.
- ☑ A reader card and appointment confirmation email or completed reader card [pre-registration form](#) AND a paper or electronic copy of the appointment confirmation email is required for access to the building and reading rooms.
- ☑ Researchers must wear a barrier mask or cloth face covering that fully covers the nose and mouth and fits snugly against the sides of the face when arriving at Library buildings and while they are inside the Library, including in bathrooms.
- ☑ Masks with exhalation vents or valves are not permitted.
- ☑ No food or beverages of any kind are allowed.
- ☑ Researchers must bring their own supplies (paper, pen, pencil). Supplies will not be provided.
- ☑ Cloakroom - Researchers must check large bags in a Library cloakroom. The cloakroom in the Jefferson Building (located in the lobby) and the Madison Building (located in LM 140) will be open and available for researchers to use. Small plastic bags will also be available for researchers to place small personal items when using the reading room.
- ☑ Only one unaccompanied person will be authorized for each appointment.
- ☑ You may be assigned a seat/work station for the duration of your appointment.
- ☑ Disposable keyboard and mouse covers and cleaning wipes will be provided to all researchers at the start of each session. Each researcher is responsible for cleaning their assigned workstation/work space.