

## EAST RIDING LIBRARIES

# Print from your laptop, smartphone, home PC etc!

## 1. Send your document

Email your document to one of these email addresses:

Colour: [goocolour@printspots.com](mailto:goocolour@printspots.com)

Black & White: [goomono@printspots.com](mailto:goomono@printspots.com)

You will receive a Privacy Release Code by return email from “PrinterOn Printspots”, normally within 1-2 minutes. Note that you receive separate, distinct codes for the email message and any attachment(s).

## 2. Retrieve your Printed Document

At the Print Station within the IT suite at Goole Library, enter the Privacy Release Code and press Print. Then make payment and press Confirm. You have 72 hours to retrieve your document. After the 1st print you can reprint up to 10 times, within 1 hour.

**\*Price per A4 sheet: Black & White 20p. Colour 50p.**