

# DocStore Flowchart as BORROWER

**Start**

**Want**

Do you want to receive your request via **DocStore**?

Yes

No

## DocStore Steps

1. Requested Delivery method must be **Electronic Mail**
2. In the User or Location address, DocStore must have a valid address:

### LADD libraries:

[docstore@docdel.librariesaustralia.nla.gov.au](mailto:docstore@docdel.librariesaustralia.nla.gov.au)

**EAGUL:** [docstore\\_eagul@vdxhost.com](mailto:docstore_eagul@vdxhost.com)

**WAGUL:** [docstore\\_wagul@mail.vdxhost.com](mailto:docstore_wagul@mail.vdxhost.com)

**LLV:** [gen\\_llv@vdxhost.com](mailto:gen_llv@vdxhost.com)

**QLD Health:** [gen\\_qld@vdxhost.com](mailto:gen_qld@vdxhost.com)

**State Library of WA:**

[sldoc@vdx.slwa.wa.gov.au](mailto:sldoc@vdx.slwa.wa.gov.au)

**Uni of Tasmania:** [utas.doc@utas.edu.au](mailto:utas.doc@utas.edu.au)

**State Library of TAS:** [gen\\_sl\\_t@vdxhost.com](mailto:gen_sl_t@vdxhost.com)

**Deakin Uni:** [docstore@deakin.edu.au](mailto:docstore@deakin.edu.au)

**LCoNZ:** [gen\\_lconz@vdxhost.com](mailto:gen_lconz@vdxhost.com)

**Te Puna** [docstore@natlib.govt.nz](mailto:docstore@natlib.govt.nz)

## Steps to ensure that DocStore is not used:-

- \*Ensure that the DocStore field for your location is blank
- \*Add an ARIEL or Email address to the Addressee field
- \* Detail method of delivery in the Notes field of the request (optional)

Note: This is not the User or Location Notes field, but the Notes field of that particular request

## Your DocStore address

The Libraries Australia Document Delivery DocStore address [docstore@docdel.librariesaustralia.nla.gov.au](mailto:docstore@docdel.librariesaustralia.nla.gov.au)

Note: The **DocStore** field should only ever have a valid DocStore address, or be empty.