



# Rental Reminder

Rentals are due back **by the posted date.**

If you rented textbooks from the campus bookstore, they are due back to the bookstore by the posted date. To avoid non-return/late charges, please have your rental books returned in person or shipped by your rental due date.

## Two ways to return your rental:

1. Return books to the store during normal operating hours. Please check the [bookstore website](#) for the most up to date hours.
2. Ship your rentals to your store, using the shipping carrier of your choice. Please note that you will be responsible for paying for the shipping to return the books to the bookstore. It is recommended that you use a trackable method for shipping.
3. To ensure that your rental returns are correctly processed to your rental account, follow the steps below to generate your rental packing slip. Your packing slip is crucial to include in your box – it identifies you, what you're returning, and where to send your rental(s).

## How to Ship:

1. Use the email address used when renting to sign in to your campus store website (see below for links).  
Note: When you rented, a campus store account was created using this email so you can manage your rentals online. If you don't know your password, that's OK – just click "Forgot Password" to reset. Then click My Account < Rentals.
2. Upon sign in, you will be directed to the "Rentals" page in "My Account".
3. Scroll down to view Rental History. Click the "Return by Mail" button (or "Return All Rentals by Mail" link), a pop up will open.
4. Follow the steps to print your packing slip. Print 2 copies, one to go in your box, the other to take to your shipping carrier, as it has the store address. (Student is responsible for paying the shipping charge)
5. Take note of your tracking # (if provided by the carrier). You will receive an email confirmation when your rental return is processed.

Please **DO NOT** return rented textbooks to the Library. If you are leaving your book in a drop box, this is the library and **NOT THE BOOKSTORE!** Questions? Contact your campus bookstore:

Campus	Email contact	Store Website	Phone Number
Belle Glade	<a href="mailto:1395mgr@follett.com">1395mgr@follett.com</a>	<a href="http://www.pbscbellegladeshop.com">www.pbscbellegladeshop.com</a>	561-993-1173
Boca Raton	<a href="mailto:0772mgr@follett.com">0772mgr@follett.com</a>	<a href="http://www.pbscbocaratonshop.com">www.pbscbocaratonshop.com</a>	561-862-4360

Campus	Email contact	Store Website	Phone Number
Lake Worth	<a href="mailto:0769mgr@follett.com">0769mgr@follett.com</a>	<a href="http://www.pbsclakeworthshop.com">www.pbsclakeworthshop.com</a>	561-868-3285
Palm Beach Gardens	<a href="mailto:0770mgr@follett.com">0770mgr@follett.com</a>	<a href="http://www.pbscgardensshop.com">www.pbscgardensshop.com</a>	561-207-5660
Loxahatchee Groves	<a href="mailto:2052mgr@follett.com">2052mgr@follett.com</a>	<a href="http://www.pbspanthercafestore.com">www.pbspanthercafestore.com</a>	561-790-9068