
Print from Anywhere Instructions

With this service, you can use your internet connected personal computer or mobile device to print to the library's printers from *anywhere*. Simply submit your items for printing using the instructions below, and pop in to pick them up during normal library hours.

Print jobs are automatically deleted if not picked up within 24 hours of submission.

How to print anywhere from a **laptop or desktop computer**:

- Begin by visiting www.tooelelibrary.org
- Select [Print from Anywhere](#) under the Quick Links Menu
- Select which **Printer** (10¢ for black and white, 75¢ for color)
- For **User Info** enter your email address
- **Select Document** by browsing your computer to find and select the file you wish to print, or enter the URL of the web page you wish to print
- Click the green printer button to submit your print



Print from your laptop or desktop computer

How to print anywhere from a **tablet or smartphone**:

- Begin by visiting your device's app store and search for the **PrinterOn** app
- Install and launch the app
- Choose a printer by tapping **No Printer Selected**
- Search for **Tooele City Public Library**
- Select which printer (10¢ for black and white, 75¢ for color)
- Tap **Documents** or **Photos** to select the file you wish to print, or tap **Web** to enter the URL of the web page you wish to print
- Tap the green Print button and enter your email address to submit your print



Print from your tablet or smartphone app

How to print anywhere by sending an **email directly to the library print system**:

- Email from any device directly to the library's print system by forwarding the email you wish to print to one of the following email addresses:
- **tcpl-main-bw@printspots.com** (10¢ per sheet for black and white)
- **tcpl-main-color@printspots.com** (75¢ per sheet for color)



Email from any device to library print system



128 West Vine St.
Tooele, UT
(435) 882-2182
www.tooelelibrary.org

Hours of Operation
Mon – Thu • 10:00 am – 8:00 pm
Fri • 10:00 am – 6:00 pm
Sat • 10:00 am – 2:00 pm
Closed Sundays and Holidays