

Request For Print Library Reserve Service

PLEASE REMEMBER:

THE LIBRARY REQUIRES **THREE WORKING DAYS TO PROCESS RESERVE MATERIALS FOR USE.** Though we are sometimes able to process these materials sooner, we cannot guarantee that they will be available before the required three day period.

ALL material will be removed from the reserve shelf at the end of the semester indicated below.

INSTRUCTOR: _____

CLASS: _____

SEMESTERS (check all that apply): ____ Fall ____ Spring ____ Summer

DATE OF REQUEST: _____
(Material will be available **3** working days from this date)

CHECK OUT CATEGORY: LIBRARY USE ONLY _____
OVERNIGHT USE _____
THREE DAY USE _____

Call Number _____

Author

Title

Clear Form