

Interlibrary Loan Request Books & AV Materials



Date _____

Last Name: _____

First Name: _____

Library Card Barcode: _____

Phone Number or Email Address _____

Title _____

Author: _____

Other Info. _____

Circle acceptable format(s):

Book	Unabridged	Large Print Book
Music:	CD	
Audiobook:	CD	Cassette MP3
Movie:	DVD	VHS BlueRay

Other: _____

Interlibrary loans are ordered ASAP and may take 1-6 weeks to arrive. We cannot guarantee availability. Recently published items may not be available for Interlibrary Loan. ILL items not picked up may incur a \$3.00 charge.

STAFF USE ONLY

Verify Patron Horizon Information

Borrower # _____

Requesting Library:

District yes _____ no _____

Access PA # _____

WorldCat yes _____ no _____

OCLC _____

Staff Initials: _____

Notes: _____

DATE INITIALS

Request Sent: _____ / _____

Item Received: _____ / _____

Date Due: _____ / _____

Renewal Date: _____ / _____

Returned Date: _____ / _____

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