

## Library Reserve Request Form

- Electronic Reserve (up to a 10 day waiting period, working days)**  
 **Traditional Reserve (up to a 72 hour waiting period, working days)**

Instructor \_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_

Library #20108000 \_\_\_\_\_ E-mail \_\_\_\_\_

Course Number \_\_\_\_\_ Course Name \_\_\_\_\_

---

Number of Students \_\_\_\_\_

Semester Block I \_\_\_ Block II \_\_\_ Block III \_\_\_ Block IV \_\_\_

### Description of Material

Author/Editor/Translator \_\_\_\_\_

Publisher \_\_\_\_\_

Book/Journal Title \_\_\_\_\_

Chapter/Article Title \_\_\_\_\_

Volume \_\_\_ Issue \_\_\_ Date \_\_\_\_\_ Page Numbers \_\_\_\_\_

Personal Copy **Y N**

Reserve ID # Assigned by the Library \_\_\_\_\_ Date Entered \_\_\_\_\_

Author/Editor/Translator \_\_\_\_\_

Publisher \_\_\_\_\_

Book/Journal Title \_\_\_\_\_

Chapter/Article Title \_\_\_\_\_

Volume \_\_\_ Issue \_\_\_ Date \_\_\_\_\_ Page Numbers \_\_\_\_\_

Personal Copy **Y N**

Reserve ID # Assigned by the Library \_\_\_\_\_ Date Entered \_\_\_\_\_

---

### Library Use Only

Owned in print or electronic \_\_\_ Permission Requested \_\_\_ Date \_\_\_\_\_

Gov Doc \_\_\_ Fair Use \_\_\_ Received \_\_\_ Date \_\_\_\_\_

Public Domain \_\_\_ Cost \_\_\_\_\_

Signature \_\_\_\_\_