Reserve Request: Books for Print Reserve

Please note that books placed on reserve will not be allowed to leave the Library building without permission of the instructor. Please allow *two weeks* from the time this form is submitted for items to be placed on reserve.

The default loan period is two	hours. Please use the	"Loan Period" column i	if you want a different time frar	ne.
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Instructor(s)	Date Submitted	
Course Name	Semester/Year	
Course Number	Form Submitted By	
Instructions		

		Circulation Staff Use Only		
Full Bibliographic Citation (author, title, publication information)	Loan Period (2 hrs default)	Call #	Pulled By	On Order

PAGE 2 | Reserve Request: Books for Print Reserve | Questions about this form? Call Bobi Bilz, ext. 395 or 502.992.9395

	Circulation Staff Use Only		
Loan Period (2 hrs default)	Call #	Pulled By	On Order
	Loan Period (2 hrs default)	Loan Period	Loan Period Pulled

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