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PUBLIC SERVICES  
ADDITIONAL SERVICES  
INTERLIBRARY LOAN FORM

Requests are limited to three (3) per patron. Please make sure the library does not own the material you are requesting. **We are unable to process requests for audio/visual (CD, VHS or DVD) materials, mass paperbacks, reference materials or new books less than six (6) months old.** Materials may take up to two business weeks to arrive. You will be notified when they are received, or, if they are unobtainable. Please pick up materials promptly. Patrons requesting materials that are not picked up, may lose interlibrary loan privileges. A fine of twenty-five (25) cents per day is charged for overdue items. A five (5) dollar fee is assessed to non-residents at the time the loan is made.

**Patron's library card must be current and clear of fees before this request can be processed.**

BOOK TITLE: \_\_\_\_\_

AUTHOR: \_\_\_\_\_

PUBLISHER: \_\_\_\_\_ COPYRIGHT DATE: \_\_\_\_\_

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MAGAZINE TITLE: \_\_\_\_\_

TITLE OF ARTICLE: \_\_\_\_\_

VOL: \_\_\_\_\_ NO.: \_\_\_\_\_ DATE: \_\_\_\_\_ PAGES: \_\_\_\_\_

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**Verify patron registration and check patron account for fees owed.**

PATRON NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ PHONE: \_\_\_\_\_

PATRON CARD # 2 7910 \_\_\_\_\_

TODAY'S DATE: \_\_\_\_\_ NON-RESIDENT FEE \$5.00: \_\_\_\_\_

NEED BY: \_\_\_\_\_ STAFF INITIALS: \_\_\_\_\_

WILLIAM F. LAMAN PUBLIC LIBRARY