INSTRUCTOR_______________________________________
CLASS______________________________________________
DATE________________________________________________
EMAIL______________________________________________

Length of loan period choices are: LIBRARY USE ONLY, THREE DAYS or ONE WEEK.

TITLE AND EDITION________________________________________________________________________
LENGTH OF LOAN__________Will you want this item returned to you? YES______NO______

TITLE AND EDITION________________________________________________________________________
LENGTH OF LOAN__________Will you want this item returned to you? YES______NO______

TITLE AND EDITION________________________________________________________________________
LENGTH OF LOAN__________Will you want this item returned to you? YES______NO______

We will keep items on reserve for 2 semesters after the above date.
If you would like items returned, where on campus should we send them? ______________________
If you do not elect to have items returned to you, please note that the library will use or discard them
according to internal policies and procedure such as disuse or obsolescence.
The library staff reserves the right to change the loan period as demand warrants.

Initial _____

The library will make every effort to have these Class Reserves available to
students within 24 hours!