

# Inter-Library Loan Request

Today's date: \_\_\_\_\_

Your name: \_\_\_\_\_

ID # \_\_\_\_\_

Phone: \_\_\_\_\_

Item not needed after this date (if applicable): \_\_\_\_\_

Circle Item Type:    Book    Audio/CD    Audio/cassette    Large Print    DVD

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Library Personnel Signature: \_\_\_\_\_

- Please allow **at least 1 week** for items to arrive.
- If we have not contacted you after **1 week**, please contact us and we will investigate.
- Please contact us if **you no longer need the item**.

Please pick your book up within a week from the time you have been notified or it will be returned to the lending library.



# _____
Order _____ Received _____
Library _____
Due to Moundridge _____
Returned _____

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