

## **OUTERLIBRARY LOAN REQUEST FORM**

Submit this form to request materials not listed in LINKcat. Publication date must be older than 6 months.

Today's date:	Item needed by (date):	
Contact information:		
Name:		
Library card number		
Phone:landline/cell/work (circle	e one) Email:	
I would like to be notified of my holds by: $\square$ email $\square$ phone		
Book or Audiovisual information:		
Author/Performer:		
Title:		
Publisher/Producer:		Year:
Format:		
Book: regular print	☐ large print ☐	CD audiobook
Sound Recording: $\Box$ CD	☐ cassette	
Video: ☐ DVD	☐ Blu-ray ☐	VHS
Other:		
Will you consider a substitution if your format choice is not available (Y/N)?		
Magazine or Journal Article Information (Only needed if requesting an article.)		
Publication Title:		
Volume : Issue #:	Issue Date:	
Author:		
Article Title:		
Note any additional information here:		

If you have questions about this form or need to cancel a request, call the library at (608) 835-3656 or email oreill@oregonlibrary.org. Please wait at least 2 weeks before contacting us about the status of your request.