

# Library Materials Request\*

Date of Request \_\_\_\_\_ ISBN Number \_\_\_\_\_

**Print all information**

Author(s): \_\_\_\_\_

(Last Name)

(First Name)

(Middle Name)

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

Publisher: \_\_\_\_\_ Pub. Date: \_\_\_\_\_

Price: \_\_\_\_\_ Edition: \_\_\_\_\_ No. of Copies: \_\_\_\_\_

Requested by: \_\_\_\_\_ Department : \_\_\_\_\_

Course Number(s): \_\_\_\_\_ Dept/Div Head (Initials) \_\_\_\_\_

Notes: \_\_\_\_\_

**To be completed by Library:**

| Acquisitions Order No. | Call No. | Bib No. |
|------------------------|----------|---------|
|                        |          |         |

\* The Library's mission is to provide resources in support of the curriculum. We will purchase books requested by faculty members for that purpose, subject to the availability of funds. All requests must receive prior approval by the faculty member's department head.