

**THOMAS LIBRARY  
INTERLIBRARY LOAN  
BOOK REQUEST FORM**

*Please print clearly.*

IL: \_\_\_\_\_

Lenders: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

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

Date received: \_\_\_\_\_ from(sym) \_\_\_\_\_

Name: \_\_\_\_\_

Due Date: \_\_\_\_\_

**OFFICE USE ONLY**

Student: \_\_\_\_\_ Faculty: \_\_\_\_\_ Staff: \_\_\_\_\_ Dept: \_\_\_\_\_

Phone: \_\_\_\_\_ Box: \_\_\_\_\_ WIT email: \_\_\_\_\_

1. You will be notified when book has been received. However, after 10-14 days you should ask about its status if you have not otherwise been notified.
2. Books are picked up at the Circulation Desk. The overdue fine rate is \$.25/ day per item.
3. **Renewal requests (one time only) must be made one week before the date due.**

\_\_\_\_\_ I have verified that this item is not available through OhioLINK/SearchOHIO at this time.

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

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

Date: \_\_\_\_\_ Edition: \_\_\_\_\_ Publisher: \_\_\_\_\_

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