

INTERLIBRARY LOAN REQUEST
LAWRENCE TECHNOLOGICAL UNIVERSITY LIBRARY

(Library use)

Requester name _____ Dept. (Fac/Staff) _____

Today's date _____ Not needed after _____

Phone (H) _____ (W) _____ (Cell/Other) _____

Banner ID _____ Preferred email _____

Please provide as much information as possible about the material you need
Choose a request type, EITHER a book or a periodical article:

1. BOOK, DISSERTATION, or VIDEO NEEDED

Title _____

Author(s) _____ Pub. Date _____

Edition, ISBN, or other info _____

2. ARTICLE NEEDED

Article title _____

Article author(s) _____

Journal or source name _____

Volume _____ Issue no. _____ Pages _____ Date _____

FEES:

- Students: \$3 for each request when it arrives, whether you pick it up or not
- University employees: fees from other libraries, if any, can be billed to your department

Some lending libraries charge additional fees, ranging from \$5 to \$25. Please indicate how much you are willing to pay in addition to the fees above.

--Every effort is made to obtain materials from a free or the least expensive lender--

Will pay up to \$ _____ in addition to \$3 per loan fee, if necessary

Note: Overdue fines for Interlibrary Loans are \$1.00 per day. Overdue Interloan books may result in loss of future ILL privileges and incur additional lost book charges/processing fees.

COPYRIGHT RESTRICTIONS

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photo copy or other reproduction. One of these specified conditions is that the photocopy or other reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement. This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of copyright.

I agree with the copyright restrictions and understand the fees as noted above.

Signature _____ Date: _____

Library use only: ISBN/ISSN _____ OCLC# _____ OCLC ILL # _____