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INSTRUCTOR & COURSE INFORMATION

Name: ______________________________________________________________________

Department: __________________________________ Course: ______________________________

Campus Mailing Address: ______________________________________________________________________________________

Telephone: _____________________________ Email: ______________________________

RESERVE MATERIAL

Date to go on Reserve: __________________________ Date to go off Reserve: __________________________

Loan period: In-Library use only (default) __1 day __3 day __ 7 day __ Other (specify) ________________

Title: __________________________________________________________________________

Author: __________________________________________________________________________

Format: __________________________ Price: __________________________

Publisher/date/edition/version: __________________________________________________________________________

Personal copy (yes/no): ______________ Library call number: ________________________________

Number of copies: __________________________

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