

COTTEY

Library Order Request

Blanche Skiff Ross Memorial Library

Form: **Hardback, Paperback, DVD, BluRay, CD, Audiobook, Other** _____ Date of request: _____

Title _____

Author _____ Price _____ ISBN: _____

Requested by _____ **Date required (if applicable)** _____

Please check if you want item put on hold for your immediate pick-up

For Use of Library Staff

Location _____ Vendor _____ PO Number _____ Barcode _____

Call #: _____

Processed by Name/Date _____ **Staff Checked by** _____

Donor/Gift? No / Yes: _____ MOBIUS Catalog Checked? _____

Updated: Nov 2017

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