

J. SARGEANT REYNOLDS COMMUNITY COLLEGE

Interlibrary Loan Request

Only JSRCC faculty, staff, and students are eligible to borrow on Interlibrary Loan. Community patrons should request Interlibrary Loan services at their local public library. A current JSRCC library card is required to use this service. Textbooks are not available through interlibrary loan. Interlibrary loan materials must be picked up in person.

Please fill out a separate form for each item requested. **(Please print.)**

Book:

Author:			
Title:			
Publisher:			
Publishing Date:		ISBN:	
Other Information:			

Article:

Periodical Title:							
Article Title:							
Article Author:							
Volume #:		Issue #:		Date:		Pages:	
Source of Citation:				ISSN:			

WARNING CONCERNING COPYRIGHT RESTRICTIONS

The Copyright Law of the United States (Title 17, U.S. 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 photocopy or other reproduction. One of the specified conditions is that the photocopy or reproduction is not to be used for any purpose other than private study, scholarship, or research. If a user makes a request for, and 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 law.

Please fill out the form below in its entirety. **(Please print.)**

Name:			
Address:			
City, State, Zip:		EMPLID:	
Phone:		E-mail Address:	
Patron Category:	Faculty—Staff—Student <small>(Please Circle One)</small>	Max Cost:	

I hereby agree to pay all fees and charges associated with this request up to the cost indicated above, to pay for the loss or damage to the material lent to me, and to pay for any overdue fees if material is not returned on time. I have read and agree to the above copyright restrictions.

Signature

Date of Request