

Personal Binding Form

Binding Services provides professional binding of theses, dissertations, and personal books for Loyola faculty, staff, and students.

To have your item(s) hard-bound please fill out the 2nd page of this form (if binding multiple titles, please fill out a form for each title) and bring it with your printed materials and payment to one of the following:

- Cudahy Library Bindery (Room 020) (appointment strongly recommended)
- Lewis Library Circulation Desk
- If the bindery is closed, Cudahy Library Circulation Desk

Cost: \$20 per dissertation/thesis copy (payment is due at drop-off, in exact cash or check written out to Loyola University Chicago).

Turnaround: 2-5 weeks

Pickup: Finished copies may be picked up at the

- Cudahy Library Bindery, room 020 (appointment necessary)
- Lewis Library Circulation desk
- Intercampus mail to any Loyola departmental office (the bindery does not ship off-campus).

For help, please contact:

Brian Harag
Preservation Associate
bharag@luc.edu
773.508.2138

Sherri Rollins
Serials and Electronic Resources Librarian
srollins1@luc.edu
773.508.8409





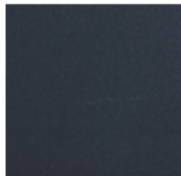

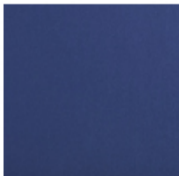

Patron Information

Name:	Email	Phone #
<input type="text"/>	<input type="text"/>	<input type="text"/>

Binding Information

Author Name (as desired on spine)	Month	Year	Degree
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Full Title			
<input type="text"/>			
Abbreviated Title (in case full title will not fit on spine)			
<input type="text"/>			
			# of Copies
			<input type="text"/>

Please select a cover color from the palette (If binding multiple copies of the same title with different cover colors, please indicate in the notes)

							
Black	Brown	Dark Green	Maroon	Navy	Red	Royal Blue	Tan

Additional notes