

River Center Music Library Reserve Request

Personal items are placed on reserve at your own risk. We will secure your materials as we would our own. However, we will not be responsible for lost or stolen items.

Restrictions of United States copyright law apply to the reproduction of copyrighted material.

- **Instructor:** _____
- **Campus Phone:** _____
- **Date:** _____
- **Course No. and Title:** _____

Loan Period:

The loan period will be limited to **2 Hours In-Library Use.**

Reserve Term

Choose when you want these items taken off reserve:

End of Fall___ **End of Spring**___ **End of Summer**___

Reserves will be handled in the order that we get them.

Allow for a 48-hour Processing Period

For an item(s) owned by the library, please list below the complete call number and barcode number and any other relevant information, e.g. chapter title, page numbers, etc.

For a personal item(s), please list below the author, title, and any other relevant information e.g., chapter title, page numbers, etc.