INTER-LIBRARY LOAN REQUEST FORM

All Interlibrary Loan (ILL) materials will be available for pick-up only at the New Mexico Supreme Court Law Library Reference Desk, and they must be returned to the same desk where they are picked up.

You must have a valid Law Library card account in good standing to use this service.

[ ] Yes, I have checked the law library catalog for this item.

CONTACT INFORMATION*

__________________________  __________________________
First Name  Last Name

__________________________  __________________________
Street Address* (You must be a New Mexico resident to use this service.)  Zip Code*

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Notification* When my material arrives, I want to be notified by

[ ] Email Address _________________________________  [ ] Phone # _________________________________

REQUEST DETAILS*

Type of Requested Material* (Please indicate whether you are requesting a loan or a photocopy.)

[ ] Loan (of a book, media item e.g. CD-ROM, DVD, etc.)

[ ] Photocopy (of an article e.g., periodical, magazine, newspaper, microfilm/fiche, etc.)

BOOK/MEDIA INFORMATION

Author(s): ____________________________

Title: ____________________________

Publisher: ____________________________  Edition: ______  Year: ______

ARTICLE INFORMATION

Journal Title: ____________________________

Article Author(s): ____________________________

Article Title: ____________________________

Volume/Issue No. ____________________________  Date: __________  Pages: ______

Additional Information. Please enter any additional information, e.g., ISBN/ISSN or citation reference.

__________________________

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Date ____________________________

FOR LIBRARY STAFF:

Item found in WorldCat?  [ ] YES [ ] NO  OCLC# (if found): ____________________________

Patron’s Library Card # and Contact information confirmed in EOS [ ]

Attach copy of ILL request from OCLC.  Staff Initials: ________