

Date _____

**Gabriele Library
Reserve Request Form**

Course # _____ Semester _____ Course Title _____

Instructor _____ Department & Phone _____

#of IU Library Books _____ #of Personal Books _____

#of CDs _____ #of Videos _____ #of Cassettes _____

#of Articles _____ Citation of Articles: _____

Please be sure all materials comply with copyright regulations. See Copyright Law and Library Reserves document at the Circulation Desk.

Reserve Loan Type (please circle):

Reserves (2 hrs.) R24 (24 hrs.) R48 (48 hrs.) R72 (72 hrs.)

Date of Withdrawal (end of semester) _____

Other _____

Signature of Instructor

Please note: Removals should be requested at least three (3) days before pickup.
Personal items must be picked up within two (2) weeks after the end of the semester.
Your cooperation will help us to serve you and our students more efficiently. Please call x3823 with any questions.

Thank you in advance for your help.