

## Interlibrary Loan Request Form

Gloucester Library  
6920 Main Street  
Gloucester, VA 23061  
Tel: (804) 693-2998  
Fax: (804) 693-1477

Please check the card catalog before filling out a request form.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Cell Phone: \_\_\_\_\_

Name of Book: \_\_\_\_\_

Author: \_\_\_\_\_

You must have a valid, up-to-date library card and be in good standing with the library in order to request an interlibrary loan.

You may order up to 5 books at a time. Use the back of the form to list other books. A charge of \$1.50 is required for the first book and \$.50 for each additional book. Patrons pay for items when they arrive. Patrons will be charged for requests even if they fail to pick up items in a timely fashion.

Generally, items are eligible once they are between 6 months to a year old.

Interlibrary Loans are a service provided to our patrons. Failure to return interlibrary loans will result in the Gloucester Library losing its borrowing privileges. Patrons will also lose privileges in the Gloucester Library System.

Signature: \_\_\_\_\_