

# JMTM Library

## Interlibrary Loan Request

By filling out this form, you will make interlibrary loan (ILL) staff aware that you would like them to search for an item in WISCAT (Wisconsin Resource Sharing). ILL items are borrowed from other libraries that participate in WISCAT. Transit of an item from a WISCAT lender may take longer than from a WVLS library due to greater shipping distances. If an item is only available from out of state, ILL staff may decline your request due to the cost of shipping items across state lines.

All ILL items must be picked up from and returned to the Jean M. Thomsen Memorial library. If the item is returned to another WVLS library, it could be lost and you will be charged the full fee to replace the item.

Borrowers must have a WVLS library card. Upon receiving your item, ILL staff will contact you via your preferred contact method to notify you.

**Please complete this form to the best of your ability. Completion of this form does not guarantee item access.**

YOUR NAME \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

PREFERRED CONTACT METHOD \_\_\_\_\_ PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

WVLS LIBRARY CARD NUMBER (IF KNOWN) \_\_\_\_\_

TYPE OF ITEM      BOOK      DVD      AUDIOBOOK  
                         CD      BLU-RAY      ARTICLE      OTHER \_\_\_\_\_

AUTHOR \_\_\_\_\_

EDITION \_\_\_\_\_

IS ANY EDITION ACCEPTABLE?      YES      NO

ISBN/ISSN \_\_\_\_\_

DATE ITEM IS NEEDED BY \_\_\_\_//\_\_\_\_//\_\_\_\_

NUMBER OF COPIES NEEDED (IF MULTIPLE) \_\_\_\_\_

**IF REQUESTING AN ARTICLE, PLEASE PROVIDE THE PERIODICAL TITLE, VOLUME NUMBER, ISSUE NUMBER, AND PAGE NUMBERS**

ANY ADDITIONAL COMMENTS OR NOTES