FEE PAYING POSTAL LOANS SERVICE

Request Form

Please fill in this form clearly and supply required information as fully as possible.

1. REQUESTER DETAILS

NAME: ……..

UID CARD NUMBER: BUP: ……………………………………………………………………………………………….

SCHOOL/DEPT: ………..

EMAIL ADDRESS: ………

DAYTIME TELEPHONE NUMBER: …………………………………………………………………………………………

DAYTIME DELIVERY ADDRESS: ……………………………………………………………………………………………

……….

……….

………………………………………………………………………POSTCODE………………………………………………

2. PAYMENT DETAILS

A fee of £7.50 is charged for up to four postal loan items

☐ **I enclose a cheque made payable to "University of Birmingham"**

☐ **I prefer to pay through the online payment service-please send me the link to pay online when my order is complete.**

3. PLEASE COMPLETE ITEM REQUEST DETAILS OVERLEAF

Please note: postal loans are restricted to loanable books only.

The library catalogue can be searched at: www.findit.bham.ac.uk

Please return completed form with payment **(CHEQUES ONLY)** to:
The Stock & Circulation Team
Library Services
Main Library
University of Birmingham
Edgbaston
Birmingham B15 2TT Tel: 0121 414 7876

REQUEST 1:		
AUTHOR/EDITOR:		
TITLE:		
YEAR:	EDITION:	ISBN:
CLASSMARK (if known):		BARCODE (if known):
REQUEST 2:		
AUTHOR/EDITOR:		
TITLE:		
YEAR:	EDITION:	ISBN:
CLASSMARK (if known):		BARCODE (if known):
REQUEST 3:		
AUTHOR/EDITOR:		
TITLE:		
YEAR:	EDITION:	ISBN:
CLASSMARK (if known):		BARCODE (if known):
REQUEST 4:		
AUTHOR/EDITOR:		
TITLE:		
YEAR:	EDITION:	ISBN:
CLASSMARK (if known):		BARCODE (if known):
ALTERNATIVE REQUEST (This item will only be sent if we are unable to supply one of the above)		
AUTHOR/EDITOR:		
TITLE:		
YEAR:	EDITION:	ISBN:
CLASSMARK (if known):		BARCODE (if known):