



Interlibrary Loan (ILL) Request Form
(For use by MOGL Patrons with active PINES accounts in good standing)

Name: _____ Library Card #: _____

Phone: _____ Email: _____

Pickup Library: _____

Request Information

Please provide as much information as possible for your request in the applicable fields. Missing information increases the chance that a requested item cannot be located or that a request will be denied.

Title: _____

Article title: _____

Author: _____

Publisher: _____ Publication Year: _____

Volume: _____ No.: _____ Date: _____ Pages: _____

ISBN/ISSN: _____ OCLC No.: _____ Latest date item can be used: _____

Fee Information

Patrons will be assessed a minimum fee of \$2.50 per loaned item to cover return postage to the owning library. Patrons will be responsible for any additional fees that may be charged by the owning library in accordance with their ILL policies, if accepted, as well as any fines for overdue, damaged, or lost items.

Please indicate the maximum amount of any additional acceptable charges: _____

WARNING CONCERNING COPYRIGHT RESTRICTIONS:

The copyright law of the U.S. (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for or later uses a photocopy or reproduction in excess of "fair use" that user may be liable for copyright infringement. This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of the copyright law.

By signing below, I agree to pay any fees or fines associated with this ILL request and acknowledge the copyright statement printed above.

Patron Signature: _____ Date: _____