

Teacher Request

C H A M P A I G N P U B L I C L I B R A R Y

Use this form to ask our librarians to pull materials for you to pick up. Choose specific items, or let us know the topics you need and we'll choose for you.

NAME _____

SCHOOL _____ GRADE _____

E-MAIL _____ PHONE _____

Materials Needed

NUMBER OF ITEMS (APPROXIMATE): _____

TYPE OF ITEMS (CHECK ALL THAT APPLY): FICTION BOOKS NONFICTION BOOKS DVD VHS CD AUDIOBOOKS

REQUEST DETAILS *Request specific titles or just tell us the topic(s) you need. Attach a list on a separate sheet if you prefer.*

Pick-Up Date & Location

Please let us know when and where you wish to pick up your materials.

- Main Library: Materials can be ready within 24 hours.
- Douglass Branch or Bookmobile: Materials can be ready within 3 working days. (Please note that the Branch is closed on Sundays.)

PICK-UP DATE: _____

LOCATION: CHILDREN'S DEPT. (UP TO GRADE 5) REFERENCE DESK (GRADES 6 -12) DOUGLASS BRANCH BOOKMOBILE

TO SUBMIT THIS FORM

- FAX TO: 217/403-2073
- MAIL TO: Champaign Public Library, 505 S. Randolph St., Champaign, IL 61820-5193. Send to the attention of "Children's Services" for grades pre-K to 5; for grades 6+, send to "Teen Librarian Betsy Su."
- DROP IT OFF at the library.

QUESTIONS? We're glad to help. Call 403-2030 (grades pre-K to 5) or 403-2070 (grades 6+)