



Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Cell/Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_

Library Card # (Barcode) \_\_\_\_\_ PIN \_\_\_\_\_

Pickup Branch \_\_\_\_\_

Type of item to be booked (*use this list to fill in the type of material for each request below*)  
Program Accessories Puppets Puppet Shows Story Sets (Flannel, Magnetic, etc.) Theme Kits  
Book Discussion Sets: Project READ Teen READ Adult Audiobook Large Print

**LOAN PERIOD: Books - 6 weeks; Nonbook materials - 1 week**

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
Date Needed \_\_\_\_\_ (*Choose from the list of bookables above.*)  
2<sup>nd</sup> Date Choice \_\_\_\_\_

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
Date Needed \_\_\_\_\_ (*Choose from the list of bookables above.*)  
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Date Needed \_\_\_\_\_ (*Choose from the list of bookables above.*)  
2<sup>nd</sup> Date Choice \_\_\_\_\_

**Every effort will be make to place bookings for chosen dates, but there is no guarantee.  
Please check your library account to verify bookings were able to be filled.**

Date Materials were Booked \_\_\_\_\_ By (Staff Member Initials) \_\_\_\_\_



# CUSTOMER BOOKING REQUEST FORM

PLEASE ALLOW 48 HOURS TO PROCESS YOUR ORDER

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
 2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
 Date Needed \_\_\_\_\_ *(Choose from the list of bookables above.)*  
 2<sup>nd</sup> Date Choice \_\_\_\_\_

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
 2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
 Date Needed \_\_\_\_\_ *(Choose from the list of bookables above.)*  
 2<sup>nd</sup> Date Choice \_\_\_\_\_

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
 2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
 Date Needed \_\_\_\_\_ *(Choose from the list of bookables above.)*  
 2<sup>nd</sup> Date Choice \_\_\_\_\_

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
 2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
 Date Needed \_\_\_\_\_ *(Choose from the list of bookables above.)*  
 2<sup>nd</sup> Date Choice \_\_\_\_\_

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
 2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
 Date Needed \_\_\_\_\_ *(Choose from the list of bookables above.)*  
 2<sup>nd</sup> Date Choice \_\_\_\_\_

Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
 2<sup>nd</sup> Choice \_\_\_\_\_ Type of material \_\_\_\_\_  
 Date Needed \_\_\_\_\_ *(Choose from the list of bookables above.)*  
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Item/Title \_\_\_\_\_ # of copies \_\_\_\_\_  
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