ILL Request Form

Left
CategoriesForms, Permits, and Applications

So that we may process your request accurately, please completely fill out this form.

There are shipping charges for ILL services. Typical cost is $2.00 for a book and $4.00 for audio/visual materials.

You are responsible for all ILL materials you borrow. Replacement costs and due dates are determined by the lending library, not Homer Public Library.

Overdue ILL items are charged $1.00 per day.
Personal Info Name: *
Library Card #: * (example: P 12345)
Phone or Email: *
Please enter your phone number or email address. This is how we will contact you if we have any questions, and how we will notify you when your item is ready for pick-up at the library. (Only enter an email address if you check it frequently.)

I need this item by: Year
Month
Day

It often takes a few weeks to receive an ILL. If you need your item by a certain date, enter that here. If you want an item regardless of when it gets here, leave this field blank.

Item Request
Please describe the item you are requesting to borrow. The more details you can provide the better!

It is often helpful to search WorldCat for the item you are requesting, especially if you require a specific edition or format.

(If you are requesting a photocopy of an article, skip this section and scroll down to the bottom of this form and click on Photocopy Request.)

Title:
Author:
Format: ❍ Book
❍ DVD
❍ VHS tape
❍ Audiobook on CD
❍ Audiobook on cassette tape
❍ Other format (describe below)

Other Format:
Describe the format you need if it is not listed above (microfilm, etc).

Maximum cost I'm willing to pay: * $
The typical charge for ILL requests is $2.00 for a book and $4.00 for any audio/visual materials (videos, audiobooks, etc). This fee covers a small portion of our shipping costs. We are required to ship A/V materials via Priority mail, thus the higher charge.

Our ILL specialist will contact you before finalizing your request if items will cost more than the maximum you are willing to pay.

Photocopy Request
Fill out this section if you only need a copy of a magazine, journal, or newspaper article. Depending on the lending library, photocopies will be delivered to you electronically (scanned and emailed) or printed/mailed. Electronic copies are delivered free of charge. The charge will be $0.15/page if the article is mailed. The delivery method is determined by the lending library.

Title of Publication:
Title of Requested Article:
Author of Article:
Date Published: Year
Month
Day

Volume #:
Issue #:
Page Numbers :
Additional Information:
Use this space to tell our ILL specialist anything else about your requested item.

I Agree: * ❍ I have read Homer Public Library's ILL policies and understand that I am responsible for all items I request.

Interlibrary Loans At Homer Public Library

(If you're a human, don't change the following field) Enter your name: f16a8bfaf16
Your first name.
Please enable Javascript to use this form. (If you're a human, don't change the following field) Enter your name: 610e5931a
Your first name.
Please enable Javascript to use this form. (If you're a human, don't change the following field) Enter your name: 8ec723dc6
Your first name.
Please enable Javascript to use this form. Submit My ILL Request

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