

**TITLE REQUEST**  
(for items not owned by CCLS)

No. \_\_\_\_\_

Date \_\_\_\_\_

**Cannon County Library System**

Books, Audiobooks, and DVDs that have not been published or released yet may be requested up to 6 months in advance.

Download and print this form or pick up a form at the circulation desk.  
Forms should be returned to the circulation desk when completed.

**\*Requests without a valid library card number will not be placed.\***

*All information is required before title request will be submitted.*

**Patron Name:** \_\_\_\_\_

Pick up Location: \_\_\_ Adams Memorial;      \_\_\_ Auburntown

Patron library card number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Author: ( Last Name first) \_\_\_\_\_

Title: \_\_\_\_\_ Publication Date: \_\_\_\_\_

Preferred format: \_\_\_ Book \_\_\_ Large Print Book \_\_\_ Audio Book \_\_\_ DVD \_\_\_ CD \_\_\_ Magazine

**Library Staff Use Only Below This Line**

Interlibrary Loan? Check one.  
Yes \_\_\_ No \_\_\_

Library Staff Name: \_\_\_\_\_

Date: \_\_\_\_\_

**ILL Information**

ILL Ordered Date \_\_\_\_\_

ILL Received Date \_\_\_\_\_

Patron called \_\_\_\_\_

ILL Return Date \_\_\_\_\_

**Purchased Information**

Ordered Date \_\_\_\_\_

Date Received \_\_\_\_\_

Patron called \_\_\_\_\_

Other notes: