|  |
| --- |
| For Library use only: |
| Date Requested at BL -  CUED Ref. No -  BL Ref. No. - |

**Inter Library Loan Request Form**

**Type of item requested**:

Loan:

Book  Journal issue/part  Dissertation

Photocopy:

Book chapter  Journal article  Conference Paper

Other (please indicate):

………………………………………………………………………………………………………………………

**Publication details:**

|  |  |  |
| --- | --- | --- |
| Title of book/article/chapter: | | |
| Authors/Editors: | | |
| Published in journal/book or name of conference: | | |
| ISSN/ISBN: | | |
| Year: | Volume: | Issue/Part: |
| Pages: | | |
| Note: | | |
| Any other information: | | |

**Please give your details:**

|  |  |
| --- | --- |
| Full Name:  Barcode: **V \_ \_ \_ \_** | |
| Department Room/Lab No.: | Email Address: |
| Status in department – PhD, UG, Academic Staff, Researcher etc.: | |

**Are you a distance student?**

**I Declare that -**

|  |  |  |
| --- | --- | --- |
| * I have not previously been supplied with a copy of the same material by you or any other librarian; * I will not use the copy except for research for a non-commercial purpose or private study and will not supply a copy of it to any other person; * and to the best of my knowledge no other person with whom I work or study has made or intends to make, at or about the same time as this request, a request for substantially the same material for substantially the same purpose; * If the document is delivered electronically I will only print one paper copy, and then destroy the electronic version; * I understand that if the declaration is false in a material particular, the copy supplied to me by you will be an infringing copy and that I shall be liable for infringement of copyright as if I had made the copy myself. | | |
| 🗹 I accept! | Date: | Signature: |

* **If you are requesting an article we may be able to get it as a digital copy (PDF). This is supplied by the British Library using an encrypted service called DRM Lite. You will need to have Adobe Reader installed and to register with the British Library’s On Demand service when you first open the file. You will then be able to access the article on any device.**

**If you would like a digital copy, tick here**

* **If you request a printed copy and are based in Trumpington Street you will have to collect your photocopy from the Library.**
* **If you request a photocopy and are based in West Cambridge we will send the paper to you by UMS. Please ask if you rather we left it in the Library for collection.**
* **All book loans will have to be collected from the Library.**