

## Faculty purchase request form

Please use this form to request materials for the library to purchase for its collection. We normally do bulk orders once every six months. If you need a rush order, please let us know.

Your name:

Email address (AIC email is preferred):

Department:

Date you need item:

Please give as much information about the item as you can. At the very least, we need a title, author, and date of publication.

Is this a (circle one):    book        article        audio/visual

Author \_\_\_\_\_

Title \_\_\_\_\_

Publication date \_\_\_\_\_

Publisher \_\_\_\_\_

ISSN/ISBN \_\_\_\_\_

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