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1. **Please Choose One:** \_\_\_\_\_ Books/Monographs **OR** \_\_\_\_\_ Journal/Periodical

2. **Please Fill in Information:**

Title of Book/Journal: \_\_\_\_\_

Title of Article: \_\_\_\_\_

Author of Book/Article: \_\_\_\_\_

3. **Please Choose One:** \_\_\_\_\_ ISBN **OR** \_\_\_\_\_ ISSN

**Please Fill in Information:** Number: \_\_\_\_\_

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**Please Fill in Information:** Name/Number: \_\_\_\_\_

5. **Please Fill in Information:** Year: \_\_\_\_\_

6. **Please Choose One:** \_\_\_\_\_ Edition **OR** \_\_\_\_\_ Pages

**Please Fill in Information:** Number(s): \_\_\_\_\_

7. **Date of Request:** (mm/dd/yy) \_\_\_\_\_

8. **Needed By/Before:** (mm/dd/yy) \_\_\_\_\_

9. **Your Name** (last, first, mi): \_\_\_\_\_

10. **Address:** \_\_\_\_\_

11. **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

12. **Telephone Number:** (xxx-xxx-xxxx) \_\_\_\_\_

13. **NSU ID#** \_\_\_\_\_

14. **Faculty/Staff** \_\_\_\_\_ **Undergraduate** \_\_\_\_\_ **Graduate** \_\_\_\_\_

15. **Department:** \_\_\_\_\_