

## TECHNICAL LIBRARY MATERIALS REQUEST

*PURPOSE (Check only one)*

INTERLIBRARY LOAN
  PERMANENT RETENTION IN LIBRARY

OFFICE COLLECTION (Please obtain signature as required)

BOOK, AUDIOVISUA	TITLE		
	AUTHOR	PUBLISHER	DATE
PERIODICAL /	NAME OF PERIODICAL/PROCEEDINGS		
	ARTICLE TITLE		
	AUTHOR	VOLUME/NO.	DATE
DOCUMENT	REPORT NUMBER	<input type="checkbox"/> HARD COPY <input type="checkbox"/> MICROFORM	
	TITLE		
	SOURCE/PUBLISHER		DATE
	AUTHOR(s)		

REMARKS/JUSTIFICATION FOR OFFICE COLLECTION ITEM§See Library Staff for office collection policies)

<input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE	LIBRARIAN SIGNATURE
--	---------------------

**I CERTIFY THAT THIS ITEM IS NEEDED FOR FREQUENT CONSULTATION AND THEREFORE SHOULD BE RETAINED IN THE REQUESTOR'S OFFICE RATHER THAN THE TECHNICAL LIBRARY.**

SUPERVISOR	OFFICE SYMBOL	DATE
------------	---------------	------

### NOTICE WARNING CONCERNING COPYRIGHT RESTRICTIONS

**The copyright law of the United States** (Title 17, United States Code) governs making of photocopies or other reproductions of copyrighted material.  
 Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship or research".  
 If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use", that user may be liable for copyright infringement.  
 This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of copyright law.

NAME	GRADE	OFFICE SYMBOL	PHONE	<input type="checkbox"/> CONTRACTOR DATE
------	-------	---------------	-------	---

**Download any U.S. FedForm (free, fillable, savable in Adobe Reader)!  
Start with the "Flash Demo" at the top of the following page:  
[www.usa-federal-forms.com](http://www.usa-federal-forms.com)**

**Convert any fillable PDF form to savable (locally, in Adobe Reader):  
[www.savePDF.com](http://www.savePDF.com)**

**Convert any document (in any format) to PDF fillable and savable:  
[www.FillinDocs.com](http://www.FillinDocs.com)**

**All (10's of 1,000's) U.S. Federal Forms already fillable, savable:  
[www.usa-federal-forms.com](http://www.usa-federal-forms.com)**

---

### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).

FOR USE OF TECHNICAL LIBRARY STAFF ONLY

REMARKS (Continued)

LIBRARY SOURCES CHECKED

VERIFIED IN (Source of reference)

NAME OF VERIFIER