CURBSIDE REQUEST FORM FOR KENT LIBRARY ITEMS

Name	
S0# or Patron# (if known)	
Your email	
Title of item	
Call # of item	
Title	
Call #	
Title	
Call #	
Title	
Call #	
Title	
Call #	

Please choose your curbside pick-up time from the following options:
Same day pick-up is not available.

Tuesday: 11:30 a.m.-12:00 p.m. ○ 12:30 p.m.-1:00 p.m. ○
12:00 p.m.-12:30 p.m. ○ 1:00 p.m.-1:30 p.m. ○

Wednesday: 3:30 p.m.-4:00 p.m. ○ 4:30 p.m.-5:00 p.m. ○
4:00 p.m.-4:30 p.m. ○ 5:00 p.m.-5:30 p.m. ○

I would prefer to pick up my item(s) inside Kent Library ○

Kent Library will confirm availability of your requested items and pick-up time by the email provided. If you have a change of plans and are unable to pick up your items at your requested time, please contact us at 573-651-2232 as soon as possible to reschedule.

Holds are not applicable for materials that are in-library use only such as magazines, journals, kits, and reserve materials.

Please email completed form to circulationdesk@semo.edu. Please contact the circulation desk at 573-651-2232 if you have questions or need assistance. Thank you!

Staff use only

Form received	
Item(s) pulled	
Patron notified	
Item(s) checked out to patron account	
Item(s) bagged	
Item(s) picked up	
Item(s) not picked up	