



University of Leicester

UNIVERSITY LIBRARY: Document Supply

Non-Quota Holding Staff: Authorisation for Interlibrary Loans

Please complete and return before submitting any document supply requests

*Document Supply, David Wilson Library,
P.O. Box 248, University of Leicester,
University Road, Leicester, LE1 9QD
Tel: 0116 252 2039, 0116 252 5075
E-mail: documentsupply@le.ac.uk*

A list of those staff categories whom must apply for an annual quota is available at:

<http://www.le.ac.uk/li/services/interlibrary.html#current>

Date.....

Staff Member's Name

Library ID Number 075.....

Number of Document Supply items required.....
(within annual quota of 5 requests)

Purpose for which items are required:

Only material required in pursuit of academic study, teaching or research can be supplied.

For completion by applicant's line manager

Name

Signature

Library ID Number

Department/College