

Request an Interlibrary Loan

To request an interlibrary loan, please complete this form. You will need to complete a separate form for each title.

We will process your request as soon as possible. Please note it may take 4-6 weeks for your requested material to be available for pickup. We will contact you when the items are ready for pickup.

If we are unable to fill your request, an email will be sent to you. If no email is provided, a note will be put in your library card record.

Please note, there will be a \$5.00 fine per item for materials that are requested but not picked up. Materials will be held for you for 1 week.

Last Name		First Name	
Library Barcode Number	Telephone Number		Email Address (optional)
	1		•
Type of material		Pickup location:	
□ Book			
□ Large Print Book			
☐ Audiobook			
Authorization of Charges			
□ No Charge Authorized			
□ Up to \$10			
□ Up to \$20			

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We will do everything we can to fill your request at no charge or cost to you. If you choose the No Charge Authorized option will not proceed with the request if there is a fee involved. If there

are charges for borrowing this material, the charge will be added to your record.



Title	
Author	
Very of publication	ICDN (if known)
Year of publication	ISBN (if known)
Additional information	
Additional information	

Thank you

The information provided on this form is collected under the authority of the Public Libraries Act, R.S.O. 1990, c.P.44, s23(4) and the Municipal Freedom of Information and Protection of Privacy Act. Information collected will be used only for the provision of library services and programs. Questions related to the collection of personal information should be directed to the CEO/Library Director, Kawartha Lakes Public Library, 190 Kent Street West, Lindsay ON, K9V 2Y6