

Special Collections request

Special Collections material can only be accessed in the Special Collections reading room and is not available for borrowing. An appointment is necessary to view material.

Type of material

- | | | |
|--|---|--|
| Book/pamphlet <input type="checkbox"/> | Map <input type="checkbox"/> | Other/unknown <input type="checkbox"/> |
| Programme <input type="checkbox"/> | Photograph <input type="checkbox"/> | |
| Playbill/poster <input type="checkbox"/> | Correspondence <input type="checkbox"/> | |

Item information

Author/editor

* Title

Classmark
(if known)

* Item/accession number(s)

Collection

Year of publication

(if known)

*Fields marked * are required*

Reader's details

* Name

Library card number

* Telephone number

* Email address

* Status (please tick one): University of Kent student

Staff

External user

*Fields marked * are required*

Completed forms and timing of requests

Please hand the completed form in to Special Collections on Level 4 Centre. Material must be requested by 9am to be available the same morning, or by 1pm to be available the same afternoon. If you require items on Monday morning, please request them by 4.30pm on Friday.

Special Collections staff will acknowledge receipt of your request and confirm your appointment.

Date

Today's date Date you wish to consult the material