

Unavailable book request

Item status (please tick one)

In process Copy ordered In repair room Missing

Item information

* Author/editor
 * Title
 Barcode
 Classmark
 Location/loan type
 (missing books only) *Fields marked * are required*

Your details

* Name (please print)
 * Kent ID number
 * Email address
*Fields marked * are required*

Date

Today's date

For Office use only

Date last seen:
 Marked as missing (day 1)
 Email student (day 1)
 Email student (day 8)
 Pass to ALS

Day:	1	2	8	28	42
Date:					
Location					
Awaiting					
Repairs					
Main					
CTC					
Reserve					
Closed					

Notes

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