Pellissippi State Technical Community College – Library Services
http://www.pstcc.edu/library/faculty/reserve.php

Reserve Materials Submission Form

Date _____ Loan Period _____
(2 hours, 1 day or 3 days)

Instructor: _____ Course: _____

IMPORTANT:

1. **While the library strives to keep all materials secure, please be aware that there is a risk of damage or loss to reserve materials, including your personal items. Also, occasionally items disappear or are not returned by a borrower.**
2. **ALL photocopied materials submitted for reserve status must be accompanied by a complete citation. Otherwise, they cannot be processed.**
3. **ALL student-created materials submitted for reserve status must be accompanied by a release form. Otherwise, they cannot be processed.**

Call Number	Author	Title