

# Resource Request Form

Not to include Media Duplication or Media Booking requests.

Main Floor, 1181 Portage Avenue  
Winnipeg MB R3G 0T3  
Telephone: 945-7830  
Toll Free: 800-282-8069 ext. 7830  
FAX: 945-8756  
Email: [iruref@gov.mb.ca](mailto:iruref@gov.mb.ca)  
Online Catalogue: <http://libcat.merlin.mb.ca>  
Web Site: <http://libinfo.merlin.mb.ca>

**Instructional Resources Unit**  
Library  
Reference & Information Services

## Patron Information (please print)

\_\_\_\_\_ Date \_\_\_\_\_ Patron Number \_\_\_\_\_

\_\_\_\_\_ Name \_\_\_\_\_

\_\_\_\_\_ School/Organization \_\_\_\_\_

\_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_ City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_

(204) \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

Your name and patron number *must* be provided. If you are not registered with the Library, please include your home address, home telephone number and your teaching certificate number. This information is strictly for internal use and will remain confidential.

### Indicate delivery method: (check one)

- School Division Courier
  - Mail
  - Personal Pickup
- When: \_\_\_\_\_

**Request:** \_\_\_\_\_

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## Instructions:

Grade or Reading Level: \_\_\_\_\_

Place Holds on Resources: \* \_\_\_\_\_

When do you need VHS/DVD? \_\_\_\_\_

\* Print resources are sent on an immediate basis only unless all copies are on loan to other patrons.