

Main Library

University of Colombo

**Inter Library Loan Request Form**

**Note:**

* Materials requested through the Inter Library Loan Service, will be permitted to use ONLY within the Main Library premises of University of Colombo.
* The Library does not lend the materials received via Inter Library Loan service.
* This service is provided ONLY to the users with a valid registration at the Main Library, University of Colombo.

**Please complete the following as completely as possible. The library cannot take the responsibility for receiving the wrong item due to incomplete details. If you are not sure of the bibliographic details please seek help of a library staff member.**

**Details of the requester**

|  |  |  |
| --- | --- | --- |
| Name of Requester | Rev./Prof. / Dr. /Mr. /Mrs. /Ms. | |
| Designation |  | |
| Department |  | |
| Faculty |  | |
| Library Membership No. |  | |
| Contact Details | Email :- | Mobile No.:- |

**Bibliographic details of the requested book**

|  |  |
| --- | --- |
| Title of the Book |  |
| Author(s) / Editor(s) |  |
| Publisher & Year of Publication |  |
| Edition |  |
| Specific Pages (if the whole book is not required) |  |

**Bibliographic details of the requested periodical article**

|  |  |
| --- | --- |
| Title of the Article |  |
| Author(s) / Editor(s) |  |
| Title of the Periodical |  |
| Volume/ Issue/ Year of Publication |  |
| Pagination |  |

Dear Librarian,

I need this item on or before ………………………………………………………………………

***(Please mention the last date that you need the item to suit your purpose. If we cannot get it by then we will cancel the request).***

I understand that the material requested through the Inter Library Loan Service, will not be allowed to take out of the Main Library but will be permitted to use ONLY within the Main Library premises of University of Colombo.

……………………….. ………………………………..

Date Signature of Requester

**P.O.Box 1698, Telephone: (+94) 112 586 432 e-mail:** [**librarian@lib.cmb.ac.lk**](mailto:librarian@lib.cmb.ac.lk)

**Reid Avenue, Fax : (+94) 112 081227** [**readser@lib.cmb.ac.lk**](mailto:readser@lib.cmb.ac.lk)

**Colombo 07,**

**Sri Lanka.**

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