

INTER LIBRARY LOAN (ILL) APPLICATION FORM

1. USER'S DETAILS

Name:

ID No/Staff No.: Telephone :

Faculty: Email:

Code Course:

Requestor (please tick [/])

☐ Academic staff ☐ Administration staff ☐ Student ☐ Others (please specify)

2. MATERIAL DETAILS

Author(s)						
Title (chapter or article)						
Book	Title					
	Publisher					
	Year of Publication		Page		ISBN	
Journal	Title					
	Volume No.		Issue No.		Year	
	Page		ISSN			
Required Date						

3. INSTRUCTION OF SUPPLY (please tick [/])

☐ Photostate ☐ Email ☐ Book (Borrowing)

☐ Fax No _____

☐ Others (Please specify) _____

4. FOR LIBRARY USE

Request sent to : Data Document Received :

Date Request Sent : Action Taken By :

Requested by :

Approved by

Signature

Signature

Name:

Name:

Date:

Date: