



Reserves Request Form

Professor's Name:

Date:

Department:

Email:

Phone #:

Course #/Title:

Semester: Fall Spring Summer Year:

A new Reserves Request Form is required EACH semester.

Please check one of the options below, sign, and date:

The materials being placed on reserve fall within FAIR USE provisions of Section 107 of the U.S. Federal Copyright Law.

[The Campus Guide to Copyright Compliance](#)

Copyright permission has been obtained.

*Signature: _____ Date: _____

PLEASE ALLOW UP TO 10 DAYS FOR PROCESSING. List high priority items first.

Questions? Contact: Denise DeRosa - dederosa@widener.edu or 610-499-4071

Book/Video Title, author, pages, & other identifying information	Please check one <input checked="" type="checkbox"/>	Please check one <input checked="" type="checkbox"/>
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in</u> Library <input type="checkbox"/> 3 HOURS <u>in</u> Library <input type="checkbox"/> 3 HOURS <u>outside</u> of Library <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in</u> Library <input type="checkbox"/> 3 HOURS <u>in</u> Library <input type="checkbox"/> 3 HOURS <u>outside</u> of Library <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days

	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days
	<input type="checkbox"/> Professor's book <input type="checkbox"/> Professor's video <input type="checkbox"/> Library book <input type="checkbox"/> Library video <input type="checkbox"/> Other	<input type="checkbox"/> 8 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>in Library</u> <input type="checkbox"/> 3 HOURS <u>outside of Library</u> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Days <input type="checkbox"/> 7 Days