

## e-Reserves: Cover Sheet

This cover sheet must accompany **each** item request.

Professor's Name		
Professor's E-mail		
Professor's Campus Box		
Course Number (eg HIST1234)	Department (eg: HIST)	Number (eg: 1234)
Semester & Year		
Author		
Title		
Check in Chinook Catalog	<input type="checkbox"/> UCB Libraries owns a copy of the original <input type="checkbox"/> UCB Libraries does not own a copy of the original <input type="checkbox"/> I don't know if the UCB Libraries owns a copy of the original.	

Please be sure to complete all lines above. Keep a copy of each file you send us. At the end of each semester, we delete all items from the reserve listings and from the reserve server.

Send this form to  
**Norlin Library Reserves, 184 UCB**  
or  
**reserves@colorado.edu**