

Visitors – Referral Card

University of Denver, University Libraries, Main Library

PLEASE NOTE: Some University Libraries materials are in off-site storage at the Hampden Center. **Please call the Lending Desk at 303-871-3707 to have materials retrieved before you visit, or request items using Prospector for delivery to your home library. For requests submitted on site, there is a 2-4 hour wait during normal working hours for delivery from storage.**

We strongly recommend you use the Prospector system from your home library to request books for delivery from University Libraries' Penrose Collection.

This referral entitles you to check out up to 6 books or DVDs for a 3-week period (with one renewal) and, if noted below, gives you a 1-day access to our library research databases.

Part 1: Patron Information

Print out this form, fill it out, and have it signed by your home librarian. Bring it with you to Main Library at the Anderson Academic Commons along with your Colorado public library card.

Date: _____ Your Library: _____

Library Card #: _____

Your Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Part 2: Librarian

Book(s) DVD(s) needed that are not available in your library system: (Checkout limit for books and DVDs is 6)

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____

Database(s) needed that are not available in your library system (research only – no office productivity software, eg. Microsoft Office). Librarians, please call the Research Center desk (303-871-2905) to make sure the database(s) requested may be used by non-DU patrons.

- 1) _____
- 2) _____
- 3) _____

Librarian Signature

Librarian, Print Name

Date

Verified patron is active and in good standing: Yes No

PART 3: Library Use Only: Ptype 6, Special Borrower