

APPENDIX 15.3

**Guam Public Library System
Reserve Request Slip
(please print legibly when filling in the blanks)
254 Martyr Street
Hagatna, Guam 96910-5141
Telephone: (671) 475-4751/2 Facsimile: (671) 477-9777**

Library Card No.:

Name:

How should we contact you?

- By mail (verify mailing address): _____
- By telephone: _____
- By e-mail address: _____

On _____, you request the following item(s) from the Guam Public Library System's
_____ Branch:

	Author	Title
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____

Item(s) # _____ has/have been returned, and is/are waiting for you at the Circulation desk of the Guam Public Library System's _____ Branch. Please call _____ and let us know when is the most convenient time for you to pick up. All item(s) will be kept on reserve shelf for three (3) days only after such date. Thank you for using your public library.

This message is sent by _____ on _____.