

RPCC Library Services
Faculty Request for Purchase

Date received: _____

Print form, fill in the information, and forward to Library Services.

Name: _____

Department: _____

Phone number: _____

Email: _____

Item Type: Book Journal Video Other: _____

Author/Editor: _____

Title: _____

Publisher: _____

Publication date: _____ Edition: _____

ISBN/ISSN: _____

Will this be a Reserve item? Yes No

Special instructions/comments: _____

Please supply as much information as you can about the item you want purchased so that we may be accurate in our ordering process.