Reserve Materials Form – Diablo Valley College Library

**DATE**

**INSTRUCTOR**

**COURSE**

**CONTACT**

**RETURN TO INSTRUCTOR**

**SPECIAL INSTRUCTIONS**

Please allow three days for the library to process your materials.

Please inform your students that Library Policy requires that students must show student identification to check-out Reserve material.

Materials on Reserve that have not been checked-out within one year will be returned to the owner.

<table>
<thead>
<tr>
<th>Title</th>
<th>Author</th>
<th>Material type</th>
<th>Call no.</th>
<th>Instruc. copy</th>
<th>No. of copies</th>
<th>Loan Period</th>
</tr>
</thead>
</table>