Library Audiovisual

Digital Media Transfer Request

Date:

Campus:

Received by:

________________________________________

Patron’s Name:

Contact Information:

Details:

☐ Patron Providing Supplies

☐ Library Providing Supplies: Amount Billed to Patron:
  (~$2.50 per item)

Note: copyrighted material cannot be transferred to a new format if it can be commercially purchased in the new format unless permission is received from the copyright holder.