



Music Library Electronic Reserve - Request Form

Please fill in this form completely. All information is required to place materials on electronic reserve. Any missing information will delay implementation of this Reserve List.

Electronic Music reserve requests will be processed as quickly as possible. Requests are processed in the order in which they are received.

Faculty Name: \_\_\_\_\_ Department: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Course Name: \_\_\_\_\_ Course Number: \_\_\_\_\_

Semester(s) on reserve: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

1. This Electronic Music Reserve list is to include:  Audio?  Scores?

NOTE: Electronic Articles are placed on reserve in Reserve Services. More information can be found at: http://www.uwm.edu/Libraries/reserve/

2. Are there additional materials to be placed on Physical Reserve?

Yes\*  No

\*If Yes please fill out a "Music Library Physical Reserve - Request Form"

3. Please provide the Music Library with the content (a syllabus or list of pieces) for this Electronic Music Reserve List:

Electronically (preferred): [rlittman@uwm.edu](mailto:rlittman@uwm.edu) AND [askmusic@uwm.edu](mailto:askmusic@uwm.edu)

OR

Physically: please give to Rebecca Littman in person at the Music Library (E295)

NOTE: Items on this reserve list will be arranged in the order of the provided list

Staff use only

Date Request Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ By Whom: \_\_\_\_\_

Syllabus and/or List of pieces provided upon filling out request form?  Yes  No

Notes: \_\_\_\_\_