



Ohio LTAP Library & Videotape Request Form

Please limit your order to 3 items at a time. If you request more than 3 items at a time, subsequent items will be shipped out as you return the previous items. Please return the items by the due date. If you require more time beyond the due date, contact the Center to arrange for an extension. Not all items on your order may be available. If items are not available, you will be placed on a waiting list. As tapes become available, they will be sent to you. ***Please do not copy items unless you have been granted permission by the Center. Lost orders are subject to a \$25 fee.***

Call Number	Title	If video, check VHS or DVD
		<input type="checkbox"/> VHS <input type="checkbox"/> DVD
		<input type="checkbox"/> VHS <input type="checkbox"/> DVD
		<input type="checkbox"/> VHS <input type="checkbox"/> DVD

Please complete the following information:

Name: _____

Library card patron #: _____

Agency: _____

Address: _____

City: _____, Ohio Zip: _____

Phone: _____

Fax: _____

Email: _____

For fastest response, fax request to: 614-466-2120

To place request by phone, call: 614-466-7680

Mail requests to: Ohio LTAP Center, Attn: Library Request
1980 W. Broad St., 2nd Floor, Columbus, OH 43223