Book Collection Request Form

Teacher Name

Grade Level

Date Needed

Phone Ext.

Email

Topic or Author

Total Number of Books Needed

Please mark the types of books you need for your classroom. If you want an assortment, please mark how many of each type you would like.

I will do my best to fulfill your request but can only provide items that are currently available in the library.

☐ Fiction (chapter) books

☐ Picture books

☐ Non-fiction

☐ Easy Non-fiction

☐ Story Collections

☐ Collective Biographies

☐ Biographies -
  ☐ Multiple copies of same person:
    name
    how
    many
  ☐ Assorted:
    type
    how
    many

Please put completed form in Mrs. Kempthorne’s mailbox.