

Online Forms



Libraries

Accommodations for Disabilities

Disabled Services Form

Circulation services provides book/periodical retrieval for disabled patrons who need help taking books off the shelves. The retrieval request form is available below, or appointments at Love Library can be made by calling 402-472-2561 or 402-472-9568 during library hours. Patrons requiring retrieval service should have all call numbers and citations ready when they submit their list. We will attempt to have items ready for pick-up 24 hours after submission of the request. Items not picked up after 48 hours will be returned to the shelf, unless other arrangements have been made.

Copying requests cannot be accommodated by Library Staff.

Library staff are not responsible for verifying accuracy of citation or call number; and inaccurate or incomplete retrieval requests will not be filled.

You will need to fill the Retrieval Request form out completely to have it processed.

To request more than one item, use the following method:

- Fill the form out completely for each item requested.
- Submit the form
- Follow link returning you to Request site (or use "back" button)
- Edit item information, while leaving patron information identical

Retrieval Request Form

PATRON INFORMATION

Name:

Email Address:

Address:

Zip Code:

Phone:

Patron ID# (Located on your UNL N Card or IRIS card):

ITEM INFORMATION

Holding Location:

UNL Call Number:

Book or Article Title:

Author/Editor:

Forms

- [Accommodations for Disabilities](#)
- [Disabled Service Form](#)
- [Authorized Users Form](#)

Journal Name:

Volume: Number/Month: Year: Edition: Page

Numbers:

To expedite delivery please fill out all information completely. Inaccurate or incomplete retrieval requests will not be filled.

Delivery Options

Pick up at one of the following Libraries:

© 2010 University of Nebraska-Lincoln | Lincoln, NE 68588 | 402-472-7211 | [About UNL](#) | [comments?](#)



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Libraries

Accommodations for Disabilities

Authorized Users Form

The Authorized Users service is designed to allow patrons with disabilities to designate others to check out library materials using their NCard or IRIS record.

An Authorized Users Form is required to pick up Interlibrary Loan materials.

If you wish to assign new authorized users or renew your current authorized users, please complete this form and allow at least 24 hours for processing.

A paper version of this Authorized Users Registration Form is available at all circulation desks.

Complete the form and click submit to have it processed.

Forms

- [Accommodations for Disabilities](#)
- [Disabled Service Form](#)
- [Authorized Users Form](#)

PATRON INFORMATION

Patron Name

Email Address

Contact person

NCard or IRIS card number of disabled person

AGREEMENT

The use of an authorized user will be granted only to patrons with a current library record.

- **The duration of authorized user privileges may not exceed one year.**
- All authorized users must be 18 years of age and must have or obtain a current library record.
- All authorized user forms must have the NCard or IRIS card numbers for both authorized user(s) and patrons
- Users are limited to five
- Any authorized user submission not meeting the terms of this agreement will be returned to the contact person of the corporation for correction.
- Electronic submission of this form indicates an understanding of these policies and an agreement to comply.

AUTHORIZED USER INFORMATION

Authorized User #1

Authorized User Name

NU ID and ISSUE# or IRIS card number

*Expiration Date (not to exceed one year)

Authorized User #2

Authorized User Name

NU ID and ISSUE# or IRIS card number

*Expiration Date (not to exceed one year)

Authorized User #3

Authorized User Name

NU ID and ISSUE# or IRIS card number

*Expiration Date (not to exceed one year)

Authorized User #4

Authorized User Name

NU ID and ISSUE# or IRIS card number

*Expiration Date (not to exceed one year)

Authorized User #5

Authorized User Name

NU ID and ISSUE# or IRIS card number

*Expiration Date (not to exceed one year)

QUESTIONS?

Any questions about this service should be directed to:
Circulation Services
106 LL
UNL City 0410
or by email to: dpearson1@unl.edu

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Library Web site

Search

the Library

Services for ... Persons with Disabilities

Dana Porter Library Adaptive Technology Centre RESERVE A ROOM OR WORKSTATION

First Two Steps:

1. Register with the [Office for Persons with Disabilities](#),
NH room 1132.
2. Contact [Janet Wason](#),
Dana Porter Library,
room 251C
to arrange for an orientation session on using
the Adaptive Technology Centre.

Check Library [hours](#).

Bookings for:

November 2010

Next Two Steps:

1. Check the daily schedule for availability - web
or print (outside room 251C).
2. Book a free spot in one of three ways:
 - i. e-mail [Janet Wason](#) call her at (519)
888-4567 extension 33012, or
 - ii. leave a message under her door (room
251C)

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>
<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>
<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>
<u>28</u>	<u>29</u>	<u>30</u>				

Check the [seven important details about booking](#).

December 2010

Sun	Mon	Tues	Wed	Thur	Fri	Sat
			<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>
<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>
<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>	<u>31</u>	

[Adaptive Technology Centre Info - UW Disability Services - UWELib](#)

[Comments?](#)