

SML Reference Collection Search Form

Today's date:

Bibliographic information

Author:

Title:

Publication information (publisher, place, date):

Call number:

Patron information

Name:

Phone number or e-mail address:

Notes:

(For departmental use only)

Searching information

1st Search
(date)

2nd Search
(date)

-----	-----	Orbis record
-----	-----	Proper place on shelf
-----	-----	Departmental shelf list
-----	-----	SML Stacks
-----	-----	CCL (Reference & Stacks)
-----	-----	Cataloging/Acquisitions
-----	-----	Awaiting transfer or discharge
-----	-----	BBG (Hold Shelf, etc.)
-----	-----	Other
		Notes:

Decision

----- Replace
----- Do not replace
----- Refer to selector/curator:
----- Notify patron (date:)