**ATLA Reciprocal Borrowing Program**

**Replacement Item Fund Request**

* Lending libraries can submit a request reimbursement up to 2 times a year (Jan/Jun)

**Date of Request:** Click or tap to enter a date.

**Lending Library**

Institution Name: Click or tap here to enter text.

Person Completing Request

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Mailing Address: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

**Home Library**

Institution Name: Click or tap here to enter text.

Contact

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

**Item**

Item Details (Title, Author, Pub Date, ISBN, etc.):

Click or tap here to enter text.

Replacement Cost:

\*Replacement cost set by the Lending Library

\*Processing costs for the replacement item are donated by the Lending Library

Click or tap here to enter text.

Document efforts by Lending and Home Libraries to attempt to retrieve the item:

Click or tap here to enter text.