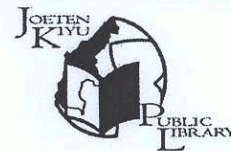


JOETEN-KIYU PUBLIC LIBRARY

P.O. BOX 501092, SAIPAN, MP 96950

PHONE: (670) 235-7322 • FAX (670) 235-7550 • EMAIL saipanlib@cnmilibrary.com

Library Visit/Tour Request Form



Please submit at least 3 business days ahead of desired visit date.

Today's Date: _____

Type of Visit:

- Library Use (visit for use of Library only, no librarian assistance needed)
 Library Tour (visit with introduction to the library collections and Catalog)
 ITC use (visit with group use of computers and Internet)
 Combined use (Tour with program, help with research, etc.) Please explain:

If you have any questions about what types of services we offer please contact the Library at 235-7322.

Name of School or Organization: _____

(optional) Grade Level/Age of Group: _____

Contact Person: _____

Contact Phone and Email (if available): _____

Date of Visit: _____

Time of Visit: _____

Number in Group: _____

Will Library Cards Need to Be Issued? YES NO

Area of Interest/Focus of Visit or Materials to be Set Aside:

Signature of Contact Person: _____

Initials of Librarian Providing Service: _____

For Library Use Only

- Confirmed
 Not Confirmed
 Alternate Time of

For Library Use Only

Resources:

Services: _____

Materials: _____

Space: _____

Please Return Form to the Joeten-Kiyu Public Library, fax to (670) 235-7550 or email completed form to saipanlib@cnmilibrary.com

You will receive a response concerning your request within 3 business days or less.