



## Assignment Alert Form

If your students are preparing for an assignment that requires them to use the library's resources please take some time to inform us. This allows us to prepare for their questions resulting in better services to them. It also allows us to put together a temporary collection, which gives all your students a chance to view our materials.

Fax to 740- 852-3691 or fill out a form online at [www.mylondonlibrary.org/assignments](http://www.mylondonlibrary.org/assignments) ten days prior to start of assignment.

School: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher: \_\_\_\_\_ Phone: \_\_\_\_\_

Grade/Subject: \_\_\_\_\_

Assignment Dates: From: \_\_\_\_\_ To: \_\_\_\_\_

Brief Description of Assignment (include student's copy of assignment if available): \_\_\_\_\_

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- Youth Services Coordinator: Mary Anne Wood: [woodma@oplin.org](mailto:woodma@oplin.org)
- Library Support Specialist: Jack Phoenix: [phoenixja@oplin.org](mailto:phoenixja@oplin.org)