

USC Upstate Library Reserve Materials

Instructor

Department

Course Name / Number

Semester

Removal Date

**** All items are removed from reserves at the end of each term unless prior arrangements are made. ***
*** Copyrighted materials not owned by the USC Upstate Library may be placed on reserve for one term only. ****

	Call # / Reserve #	Format	Title / Author	Loan Period
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

*Allow three business days for processing print reserves and seven business days for electronic reserves.
The placement and removal of reserve labels may result in damage to the cover of your material.
Security strips will be placed in all items that are library use only reserves.
The Library cannot assume responsibility for any personal items placed on reserve.*

Date Received:	Library Staff Member:
----------------	-----------------------