

## MEDIA LOAN REQUEST

Media Center Specialist/Librarian \_\_\_\_\_ Teacher Requesting Kit(s) \_\_\_\_\_

School Name \_\_\_\_\_

Today's Date \_\_\_\_\_

(Kits should be requested as far in advance as possible. Some exhibits/kits have limited availability.)

Please indicate the number of students who will be using each kit so we can send the required amount, (i.e. number of seeds for seed kits).  
The kit will be sent to your media center.

*Leave these 2 columns blank*

Catalog Number	Exhibit/Kit Name	Number of Students	Requested Arrival Date	If your requested date is not available but another date is, should we ship at the closest available date? Yes or No	Ship Date	Return Date

Send completed form (via courier) to: Media Specialist/Fernbank Science Center