

Help us... Help You! ASSIGNMENT ALERT



This assignment alert form helps your public library know when you and your students will need materials for book reports or research assignments.

Please include the following information.

Teacher's Name: _____ School: _____

Grade Level: _____ Subject: _____

Starting Date of the Assignment: _____ Due Date: _____

Type of materials needed:

Books _____ Reference Material _____ Internet Sources _____

Magazines _____ Audio/Visual _____ Periodicals _____

Assignment:

Are there any restrictions on the types of materials used? (Example - No Encyclopedias, No Internet)

Do you want us to hold these materials for your class or do you want them to be able to check out these materials? _____

AT LEAST ONE WEEK'S NOTICE IS APPRECIATED.

This form can be dropped off or faxed to either branch of the Mesquite Public Library or the information can be e-mailed to any of the addresses listed below. Thank you for your cooperation.

Mesquite Main Library

300 W. Grubb Drive

972-216-6220

972-216-6740 – FAX

Adult Services – Nancy Watson (nwatson@cityofmesquite.com)

Children's Services – Chris Thomson (cthomson@cityofmesquite.com)

Mesquite North Branch Library

2600 Oates Drive

972-681-0465

972-613-7848 - FAX

Adult Services – Jane Brown (jbrown@cityofmesquite.com)

Children's Service – Christi Mones (cmones@library.mesquite.tx.us)

