

# 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:

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

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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 – Main Library ([mainbr@cityofmesquite.com](mailto:mainbr@cityofmesquite.com))

Children's Services – Chris Thomson ([cthomson@cityofmesquite.com](mailto:cthomson@cityofmesquite.com))

## Mesquite North Branch Library

2600 Oates Drive

972-681-0465

972-613-7848 - FAX

Adult Services – Jane Brown ([jbrown@cityofmesquite.com](mailto:jbrown@cityofmesquite.com))

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

