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|  | **LIBRARY OF THE SCHOOL OF PHILOSOPHY**  Interlibrary Loan Service  Μ. Loumpaki – I. Reppa  E-mail: [phil.ill@lib.uoa.gr](mailto:phil.ill@lib.uoa.gr)  Tel.: 2107277416, -7844 |

**INTERLIBRARY LOAN APPLICATION FORM**

(for registered member of the LSPh)

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**APPLICANT DETAILS**

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| --- | --- | --- | --- | --- | --- |
| Full name: | | | | | |
| Telephone no.: | | E-mail: | | | |
| Undergraduate student: 🞏 | Post-graduate student: 🞏 | | Faculty Member : 🞏 | Other: 🞏 | |
| Academic ID Barcode: | |  | | |

**DOCUMENT DESCRIPTION**

|  |  |  |
| --- | --- | --- |
| Book title: | | |
|  | | |
| Author: | | |
| Publisher: | Publication date: | |
| Desired Library supplier (**except for NKUA**): | | |
|  | | |
| In-person pick up: 🞏 | Shipping by courier: 🞏 | Deposit: |

**INTERLIBRARY LOAN REGULATIONS (BOOKS)**

**Beneficiaries:** Only registered members of the Library of the School of Philosophy are entitled to use the service.

**Procedure:** After the user ensures that the material he/she is looking for is not by any other way available, he/she fills in the Interlibrary Loan Application Form and submits it in person to the Interlibrary Loan Service or sends it by email to [phil.ill@lib.uoa.gr](mailto:phil.ill@lib.uoa.gr).

When the interested user is notified by phone or email that the material has arrived, he/she signs for it to collect it, and is also informed about the return date. The material is subject to the lending terms of the supplier Library. The Library has the right to revoke the received material at the request of the supplier library. Any delay on behalf of the interested user in picking up the material leads to a limited borrowing time.

In case the user receives the required material in person, the notification about the pick-up is made by the supplier library.

**Charging:** The cost of the interlibrary loan is borne by the user and covers the cost of the courier service; this cost is prepaid. In case of damage to the book, the fine imposed by the supplier library is borne by the user.

**Copyright:** The borrowed material is subject to the provisions of the current legislation on intellectual property and related rights (Law 2121/93 with the amendments to date, Law 4487/2017, the International Conventions, and the European acquis).

Date Applicant’s signature

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