



Date _____

Address _____

FAX: _____

Phone: _____

Subject: Service Charge for out-of-state requests

The service charge for researching, retrieving, photocopying and mailing or faxing one (1) obituary, periodical article not exceeding 10 pages, out-of-state interlibrary loan or monograph is \$5.00.

Number of items requested: _____ @ \$5 each = Total enclosed \$_____

Please make your check or money order payable to: Nutley Public Library

Requests will be researched and mailed or transmitted by FAX within three weeks of receipt of your payment.

Thank you for contacting the Nutley Public Library. If we can be of further service to you, please do not hesitate to contact us.