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303-791-READ
 DouglasCountyLibraries.org

Temporary Reference Teacher Request Form

We are pleased to assist you in providing resources for your students. If we know ahead of time, we can make sure we have materials available for reference resources. Please fill out all areas of this form and call, deliver or fax to your school liaison or to the children’s department of the library you wish to use. All items within a Temporary Reference collection may not be checked out while in this status.

**Two weeks advance notice is required for a
Temporary Reference collection to be made available.**

Teacher Name _____

School _____ Grade _____

Email _____

Phone _____

Please describe the assignment with specific topics and length: or attach the assignment to this request.

Please list the types of resources desired for your students

Regional Libraries
Highlands Ranch Library
 9292 Ridgeline Blvd.
 Highlands Ranch, CO 80129-2378
 Fax 720-348-9525

Neighborhood Libraries
Lone Tree Library
 8827 Lone Tree Pkwy
 Lone Tree, CO 80124-8961
 Fax 303-799-4275

Part-Time Libraries
Louviers Library
 Louviers Village Club House
 Louviers, CO 80131-9900

Parker Library
 10851 S. Crossroads Dr.
 Parker, CO 80134-9081
 Fax 303-841-7892

Roxborough Library
 8357 N. Rampart Range Rd.
 Suite 200
 Littleton, CO 80125-9365
 Fax 720-981-9951

Cherry Valley Elementary School

Philip S. Miller Library
 100 S. Wilcox St.
 Castle Rock, CO 80104-1911
 Fax 303-688-7710