



Libraries Connecting Communities

### DAMAGED SLIP

LIBRARY USE ONLY – DO NOT REMOVE

#### RECEIVED

- ☐ In transit    ☐ Returned at library

#### DAMAGED

- ☐ Pages torn    ☐ Binding loose    ☐ Stain  
☐ Water damage    ☐ Case broken  
☐ Other \_\_\_\_\_

#### MISSING

- ☐ Insert    ☐ Map    ☐ Disc    ☐ Case  
☐ Other \_\_\_\_\_

#### OTHER

- ☐ Item mislinked

Notes: \_\_\_\_\_

*Please place this note in a secure and visible location and consult with the owning library regarding severely damaged, missing pieces, and/or mislinked materials.*

SENT FROM LIBRARY : \_\_\_\_\_

STAFF NAME & DATE : \_\_\_\_\_



Libraries Connecting Communities

### DAMAGED SLIP

LIBRARY USE ONLY – DO NOT REMOVE

#### RECEIVED

- ☐ In transit    ☐ Returned at library

#### DAMAGED

- ☐ Pages torn    ☐ Binding loose    ☐ Stain  
☐ Water damage    ☐ Case broken  
☐ Other \_\_\_\_\_

#### MISSING

- ☐ Insert    ☐ Map    ☐ Disc    ☐ Case  
☐ Other \_\_\_\_\_

#### OTHER

- ☐ Item mislinked

Notes: \_\_\_\_\_

*Please place this note in a secure and visible location and consult with the owning library regarding severely damaged, missing pieces, and/or mislinked materials.*

SENT FROM LIBRARY : \_\_\_\_\_

STAFF NAME & DATE : \_\_\_\_\_



Libraries Connecting Communities

### DAMAGED SLIP

LIBRARY USE ONLY – DO NOT REMOVE

#### RECEIVED

- ☐ In transit    ☐ Returned at library

#### DAMAGED

- ☐ Pages torn    ☐ Binding loose    ☐ Stain  
☐ Water damage    ☐ Case broken  
☐ Other \_\_\_\_\_

#### MISSING

- ☐ Insert    ☐ Map    ☐ Disc    ☐ Case  
☐ Other \_\_\_\_\_

#### OTHER

- ☐ Item mislinked

Notes: \_\_\_\_\_

*Please place this note in a secure and visible location and consult with the owning library regarding severely damaged, missing pieces, and/or mislinked materials.*

SENT FROM LIBRARY : \_\_\_\_\_

STAFF NAME & DATE : \_\_\_\_\_