New Jersey Interlibrary Delivery System

August 2010

LIBRARY NAME: _____

This log is to be filled in by the LIBRARY's staff!!!

***** PLEASE RECORD NUMBER OF OUTGOING PACKAGES DAILY *****

DAY OF MONTH	INITIALS OF DRIVER	ITEMS SENT INSIDE INFOLINK REGION	ITEMS SENT TO CJRLC, HRLC, and/or SJRLC	RECEIVED FROM DELIVERY
S/S				
2				
3				
4				
5				
6				
S/S				
9				
10				
11				
12				
13				
S/S				
16				
17				
18				
19				
20				
S/S				
23				
24				
25				
26				
27				
S/S				
30				
31				

TOTALS: [ ] [ ] [ ]

- **Make sure library's name is on the form; PLEASE TALLY TOTALS at the end of the month**
- **Return or fax the completed form to the INFOLINK office by the 15th of the following month**
- **Please note any missed delivery or problem directly onto this sheet along with a call to our office**

Phone: 732-752-7720; 866-505-LINK
Fax: 732-752-7785; 800-793-8007

infolink

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