

## How to request, reserve and renew Library materials

### To request

Please check our Library catalogue. We can post items out to you via our postal loan service. If we do not have it in our collection, we can try and obtain it via interlibrary loan from another library.

Please see Library Services Price list for charges on postal loans and interlibrary loans.

To place a request, please contact us on 020 7202 0752 or email [library@rcvsknowledge.org](mailto:library@rcvsknowledge.org)

### To reserve

If there is any item you need but currently out on loan, you can place a reservation on it.

To make a reservation, please contact us on 020 7202 0752 or email [library@rcvsknowledge.org](mailto:library@rcvsknowledge.org)

### To renew

Library items are issued for 4 weeks initially. You are able to renew them for a further 4 weeks, and then again if there is no reservation for them.

To renew loans, please contact us on 020 7202 0752 or email [library@rcvsknowledge.org](mailto:library@rcvsknowledge.org)

There is no charge to renew loaned items from our Library collection.