

# Interlibrary Loan Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To: [Librarian's Name]

[Library's Name]

[Library's Address]

[City, State, Zip Code]

Dear [Librarian's Name],

I am writing to request an interlibrary loan for the following rare book:

- **Title:** [Book Title]
- **Author:** [Author's Name]
- **Publication Year:** [Year]
- **ISBN (if available):** [ISBN]
- **Library of Record:** [Owning Library's Name]

As a [Your Position/Role, if applicable] studying [Your Field of Study/Research], I believe that access to this book will greatly enhance my research. I appreciate your assistance in obtaining this material.

Thank you for considering my request. Please let me know if any further information is needed.

Sincerely,

[Your Name]