



**TEACHER ASSISTANCE FORM**

MCPL offers this free service to teachers requesting materials for classroom use. Library staff will carefully select classroom-appropriate materials based on criteria provided below and hold them for the teacher to pick up. Please return this form to your public library 4 weeks before the materials are needed.

Teacher's Name \_\_\_\_\_ Teacher's Library Card No. \_\_\_\_\_  
Teacher's E-mail Address \_\_\_\_\_ Contact Phone Number \_\_\_\_\_  
School District \_\_\_\_\_ Number of items desired \_\_\_\_\_  
School Name \_\_\_\_\_ I would like to pick up materials by \_\_\_\_\_  
Number of students per class \_\_\_\_\_ Preferred branch pickup location \_\_\_\_\_  
I am requesting:  Specific Titles  Items on Specific Subjects  
Grade/Reading Level \_\_\_\_\_

**Titles/Subjects**

[Large empty box for listing titles and subjects]

I would like materials in:

- Fiction  Nonfiction  Videos  DVDs

Are pictures more important than text?  Yes  No

I prefer contact by  Phone  Email

**You may also fill out this form online at: [mymcpl.org/about-us/teacher-assistance](http://mymcpl.org/about-us/teacher-assistance)**