

**Edmonton**  
**Calgary**

Phone: 780-422-2342 Fax: 780-427-0397  
Phone: 403-297-6148 Fax: 403-297-5171

**Order No:** (Internal Use Only)

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Client File:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Required By:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Law Firm:** \_\_\_\_\_ **Library Acct:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Note: If you do not hold a Library Card, we will issue one if you are a member of the legal profession (judiciary, lawyer or articling student) or a library.

**Telephone:** \_\_\_\_\_

**Delivery By:**

- E-Mail  Mail Out  
 Pick Up

**E-Mail:** \_\_\_\_\_

**Sources:**  Print or electronic  Print only

**Options:**  Two pages per page  Enlarged to one page

Cover page & verso  Other \_\_\_\_\_

**Purpose of use (re Copyright):**

- Court, tribunal or government proceedings  Research, review, criticism or private study

**ITEMS REQUESTED (PLEASE PRINT)**

1	_____
2	_____
3	_____
4	_____
5	_____

Each order is limited to **5 items** and is subject to a **\$5.00** service charge plus **\$0.50 per page**.

**Print Form**

**Submit to Calgary**

**Submit to Edmonton**

**Office use only:**

No. of Pages	Cost per Page	Sub-Total	Service Charge	TOTAL COST
	\$0.50		\$5.00	

- Billed to account  **PAID** (Deducted from photocopy card)

Previous Credit	Less Total Cost	Current Credit
-----------------	-----------------	----------------

Payment can be made by credit, debit or e-transfer by contacting your local library.  
If payment is to be made by cheque, please make payable to **Alberta Law Libraries**.

**Comments:** \_\_\_\_\_

**Completed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

