

## **Interlibrary Loan and Document Delivery for J. Willard Marriott Library's Distance Education Patrons**

J. Willard Marriott Library Interlibrary Loan is for the use of students, faculty and staff of the University of Utah. Health sciences patrons submit requests through Eccles Health Sciences Library and law school patrons submit requests through James E. Faust Law Library.

Distance education patrons may request to have their Marriott Library interlibrary loan materials mailed to their home address. These materials are shipped with instructions for their return, including a pre-paid UPS return label. Interlibrary loan materials will be delivered to a valid street address (not a PO Box) within the United States.

Loan periods are assigned by the owning library. Items shipped to patrons living in Alaska or Hawaii may have shorter loan periods due to increased shipping time.

### **Who can request home delivery of interlibrary loan items?**

- University of Utah students in a degree or certificate granting program currently enrolled in a UOnline class, distance learning class or working on thesis or dissertation hours who live more than 75 miles from the Marriott Library and who are not attending a physical class that meets within 75 miles of the Marriott Library at least once a week.
- University of Utah Faculty members living more than 75 miles from the Marriott Library and who are not visiting campus one or more times per week.
- University of Utah staff members living more than 75 miles from the Marriott Library and who are not visiting campus one or more times per week.

### **What can be delivered?**

Any interlibrary loan item may be delivered except items required to be kept in the Marriott Library Special Collections Reading Room by the owning library.

### **How do I request home delivery?**

Patrons interested in this service should contact the Interlibrary Loan department by phone Monday-Friday 8:00 AM-5:00 PM at 801-581-6010 or email [ill-request@library.utah.edu](mailto:ill-request@library.utah.edu). You will be asked to provide your University of Utah ID, email, phone number and delivery address.