



Wigan Schools' Library Service
 Libraries, Heritage & Information
 South Lancashire Industrial Estate
 Redgate Road
 Bryn
 Wigan
 WN4 8DT

T: 01942 486987
 F: 01942 486986
 E: schools.library@wlct.org

MUSEUM LOAN ORDER FORM

If possible, please order before the end of each term

Name of School:	
Address:	
Telephone Number:	School Number:
Subject:	Term:
Please Note: Museum loans will be deducted from your allocation of loan credits. Each museum loan = one loan credit. Requests for loans in excess of your allocation of loan credits will be charged at £26 per loan. Items are loaned for one term only. Please use a different form for each subject.	
Class Teacher (please print):	
Date:	Co-ordinator Signature:

Please fax, post or email form to Wigan Schools' Library Service
 (Contact details as above)

COLLECTION

Please refer to our website (www.wlct.org/sls) for details of collection dates.

Please ensure all loan items are returned, complete with any packaging they may have been supplied in.
 Thank you for your co-operation in this matter.

FOR OFFICE USE ONLY

CATALOGUE No.	SL No.	ITEM	DATE RETURNED