

Missing Items

If OneSearch or the online catalog shows that an item has not been checked out but the item cannot be located, you may request staff to search for the item. Please visit the Service Desk for a Missing Book Form.

After the item has been located, the user will be notified. Material will be held at the Service Desk for 2 days. If the user has not contacted the Service Desk within the time allowed, then the item will be re-shelved.

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