

**Sports Library**  
**Interlibrary Loan Service Request Form – For HKSI Staff and Scholarship Athlete**

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(Official Use Only)

Please check "Sports Library Catalogue" before submitting requests.  
Please use a separate form for each request.

<b>Part I: Requester's Information</b>	
<i>Please check the box for requester's type.</i>	
▪ <b>Staff:</b>	<input type="checkbox"/>
▪ <b>Scholarship Athlete:</b>	<input type="checkbox"/>
<b>Name of Requester:</b>	_____
<b>Department / Sports:</b>	_____
<b>Contact No.:</b>	_____
<b>PART II: Book / Journal Article Information (Please Do Not Use Abbreviation)</b>	
<b>Title of Article / Book Chapter:</b>	_____ _____
<b>Author:</b>	_____
<b>Journal Title / Name of the Book :</b>	_____ _____
<b>Volume:</b>	_____ <b>Issue No.:</b> _____
<b>Publication Year:</b>	_____ <b>Pages:</b> _____
<b>Other Details: (e.g. ISSN, ISBN, Publisher, Edition of Book)</b>	
_____	
<b>PART III: Personal Information Collection Statement</b>	
<ol style="list-style-type: none"><li>1. The personal data collected in this request form is used for contact and statistical purpose.</li><li>2. The Sports Library will not transfer your personal data to other persons or companies.</li><li>3. Under the Personal Data (Privacy) Ordinance, you have the right to access and amend your personal data on your request form.</li></ol>	
<b>PART IV: Copyright Declaration</b>	
<b>I DECLARE THAT</b>	
<ol style="list-style-type: none"><li>1. The article is requested on the understanding that it is not to be used for any purpose other than research or private studies.</li><li>2. Previously I have not been supplied with any of the articles included in this issue of the periodical.</li><li>3. There is no other person that I know of in work or study has requested or intends to request the same article for the same purpose.</li></ol>	
<b>Requester's Signature:</b>	_____ <b>Date:</b> _____