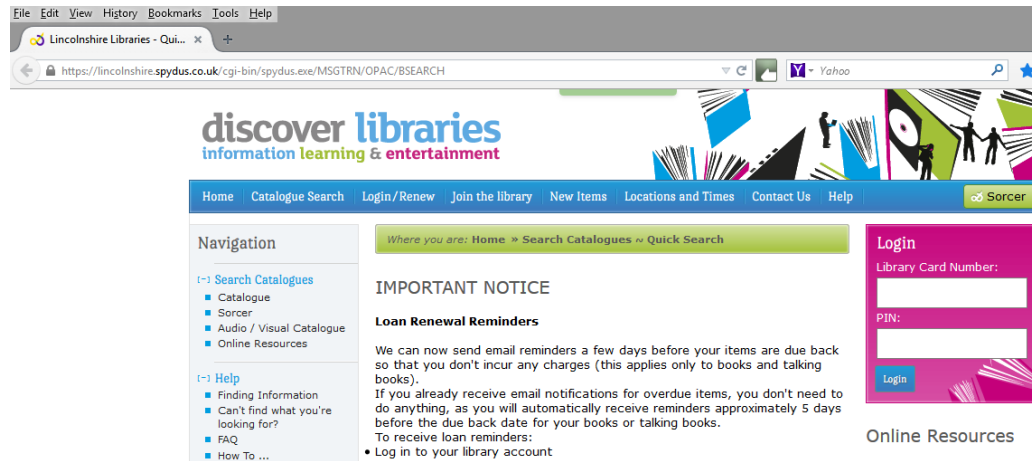


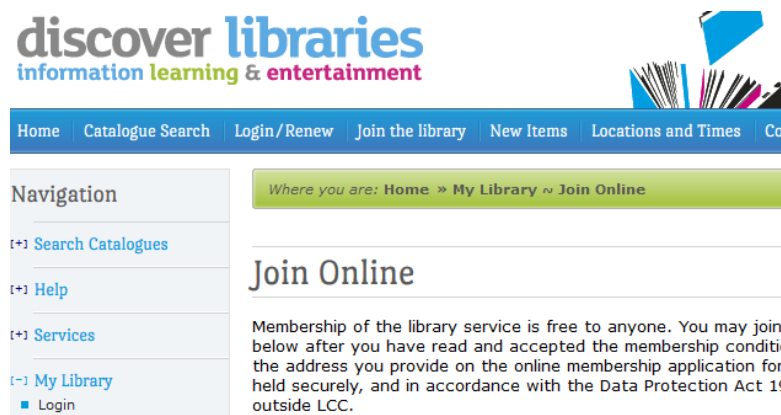
Requesting a book for purchase at the library

1. Go to the **library website**:

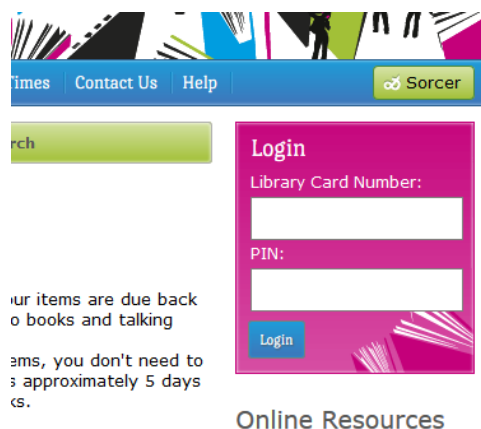
<https://lincolnshire.spydus.co.uk/cgi-bin/spydus.exe/MSGTRN/OPAC/BSEARCH>



2. If you do not have a **library card** you can join up at the library or [online](#), but there is NO need to register online if you already have a card.



3. **Log in** at the panel on the right hand side of the screen, using:
 - a. the number on the back of your library card
 - b. your 4 digit personal identification number



- Click on [Request an item for purchase](#), on the left hand side of the screen.

<ul style="list-style-type: none">■ FAQ■ How To ...■ Using My Library■ Library mobile app	<ul style="list-style-type: none">• To receive loan reminders• Log in to your library• add your email address• Scroll down and tick
Services <ul style="list-style-type: none">■ Request an item for purchase■ Request an Interlibrary Loan■ Request an Article■ Research Services■ Stock Comments	Alternatively call 015
	Reservation Limits <p>Following the introduction reviewed the limit on make and are extended 1st 2014.</p>

- Click on [Request an item for purchase form](#).

Where you are: [Home](#) » [Services](#) » [Request an item for purchase](#)

Request an item for purchase

If an item is on the catalogue
You should reserve the item via the catalogue, using your Library Card Number.

If you cannot find an item on the catalogue
You can request the item using the [Request an item for purchase form](#).

If you have reached the 20 reservations limit, we will be unable to
Inter Library Loan requests

- The form is added to the bottom of the screen.

Request an item for purchase form

ⓘ Please provide as much information about the item you would like to request as possible. Fields marked with * are mandatory.
Click the Cancel button at the bottom of the form if you don't wish to proceed with the request.

Title Details

*Main title:

Subtitle:

- Fill in as many fields as you can. Amazon is a good place to find the details.

9. After you click **Place Request** you will get a summary that might look a bit like this:

Request Number: RQ9598
Request Date: 27 Oct 2014 - 11:22
Expires: 31 Dec 2999
Form Type: Item Request
Request Type: Purchase - 27 Oct 2014
Purpose: Other
Notes: Study myself and make available to members of autistic support group
Pickup Location: [Grantham Library \(SB1\)](#)
Status: Pending review on 27 Oct 2014 - 11:22
Bib. Details: **Title:** Socially Curious and Curiously Social
Sub-title: A Social Thinking Guidebook for Bright Teens & Young Adults
Personal Author: Garcia Winner, Michelle
Personal Author: Crooke, Pamela
Publisher name: North River Press
Publication date: 1 Mar 2011
ISBN: ISBN-10: 0884272028 ISBN-13: 978-0884272021

10. Job done!