The Library of the Society of Friends Resource Ordering Form

Name:

*See below for instructions on getting the relevant information.*

*Please enter the items you require in order of importance to you. If we are pushed for space, we may not be able to bring all items up at once and will bring them up in the order they are listed.* ***Send the completed form to library@quaker.org.uk***

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| Title / Description | Author | Shelfmark or Reference |
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# **How to find the required information.**

You can find our online catalogue here: [Library of the Society of Friends Catalogue | Simple search (adlibhosting.com)](http://quaker.adlibhosting.com/search/simple)

## Essential Tips:

* The catalogue is split into two sections: Library, which consists of printed and published material, from the 15th century to the present; and Archive, which consists of manuscript material and records.
* The catalogue search looks for exactly what you have typed in, so ensure your spelling is correct and use the shortest search terms possible.
* To find material relating to a specific person, it is best to search [surname], [first name] (e.g. Fry, Elizabeth).
* You can find more guidance on how to use the Advanced and Expert search functions either by clicking on the blue question-mark buttons in the catalogue, or by looking at the catalogue search tips available on our website.
* Please ask us if you have any questions or cannot find what you are looking for

When you have found an item you want to order, you will need to enter its identifying information in the table above so we can retrieve it for you.

