

# LCC Library Book Requests

Search for books online and check them out at LCC-Waianae

1. Find your book at the Leeward CC Library online at [www.leeward.hawaii.edu/lib](http://www.leeward.hawaii.edu/lib)
2. Click on Request and follow the instructions to login and fill out the form indicating you would like to pick up the book at LCCW (see below).
3. Submit your request and you will be contacted within a few days when your book is ready.
4. When your book is due, return it back to LCCW.



## Sample Online Request

UH Number:	●●●●●●
(30 char max)	First & Last Name email@hawaii.edu (808) ###-#### PICK UP AT LCC-WAIANAE
Pick Up At:	Leeward CC Circulation
Not Needed After:	30 Day(s)
<input type="button" value="Submit Request"/> <input type="button" value="Clear Form"/>	

**Please see a staff member in the LRC if you need assistance.**