

# Schools Loans Service Booking form 2007/2008

**MAXIMUM OF 4 LOANS PER SCHOOL PER HALF TERM**

Please keep a copy of this form before you send it to the Learning & Outreach Dept, you may wish to make another booking.

*\* - Please note that collection is unavailable on these dates due to scheduled Loans Inset sessions.*

Name			
School			
Address		Email	
Telephone		Fax	

LOAN REQUIRED (max 4) Autumn term 07 (1 <sup>st</sup> half)	Please tick a loan period
1.	<input type="checkbox"/> 3/9/07- <input type="checkbox"/> 15/10/07
2.	<input type="checkbox"/> 4/9/07- <input type="checkbox"/> 16/10/07
3.	<input type="checkbox"/> 5/9/07- <input type="checkbox"/> 17/10/07
4.	<input type="checkbox"/> 6/9/07- <input type="checkbox"/> 18/10/07

LOAN REQUIRED (max 4) Autumn term 07 (2 <sup>nd</sup> half)	Please tick a loan period
1.	<del>*29/10/07</del> - <input type="checkbox"/> 10/12/07
2.	<del>30/10/07</del> - <input type="checkbox"/> 11/12/07
3.	<input type="checkbox"/> 31/10/07 - <input type="checkbox"/> 12/12/07
4.	<input type="checkbox"/> 1/11/07 - <input type="checkbox"/> 13/12/07

To avoid missing out on your choices due to delays in processing your booking, please check that you have done the following:-

- Completed booking form
- Completed Loan Agreement form
- Ticked Annual/ Single/No delivery (overleaf)

**Loan Required**  
Please state your first choice/topic. If these are fully booked we may offer alternative loans. We will then send you confirmation of loans booked, with date of collection and return.

**Loans Period**  
If you are not using the delivery service please tick a box to indicate preferred collection and return dates. Collections and returns must take place between 3pm and 5pm at the Museum Collections Centre.

<b>LOAN REQUIRED (max 4) Spring term 08 (1<sup>st</sup> half)</b>	<b>Please tick a loan period</b>
1.	<input type="checkbox"/> 7/1/08 - <input type="checkbox"/> 4/2/08
2.	<input type="checkbox"/> 8/1/08 - <input type="checkbox"/> 5/2/08
3.	<input type="checkbox"/> 9/1/08 - <input type="checkbox"/> 6/2/08
4.	<input type="checkbox"/> 10/1/08 - <input type="checkbox"/> 7/2/08

<b>LOAN REQUIRED (max 4) Spring term 08 (2<sup>nd</sup> half)</b>	<b>Please tick a loan period</b>
1.	* <del>18/2/08</del> - <input type="checkbox"/> 17/3/08
2.	<del>19/2/08</del> - <input type="checkbox"/> 18/3/08
3.	<input type="checkbox"/> 20/2/08 - <input type="checkbox"/> 19/3/08
4.	<input type="checkbox"/> 21/2/08 - <input type="checkbox"/> 20/3/08

<b>LOAN REQUIRED (max 4) Summer term 08 (1<sup>st</sup> half)</b>	<b>Please tick a loan period</b>
1.	<input type="checkbox"/> 7/4/08 - <input type="checkbox"/> 19/5/08
2.	<input type="checkbox"/> 8/4/08 - <input type="checkbox"/> 20/5/08
3.	<input type="checkbox"/> 9/4/08 - <input type="checkbox"/> 21/5/08
4.	<input type="checkbox"/> 10/4/08 - <input type="checkbox"/> 22/5/08

<b>LOAN REQUIRED (max 4) Summer term 08 (2<sup>nd</sup> half)</b>	<b>Please tick a loan period</b>
1.	* <del>2/6/08</del> - <input type="checkbox"/> 7/7/08
2.	<del>3/6/08</del> - <input type="checkbox"/> 8/7/08
3.	<input type="checkbox"/> 4/6/08 - <input type="checkbox"/> 9/7/08
4.	<input type="checkbox"/> 5/6/08 - <input type="checkbox"/> 10/7/08

**Optional Delivery**

Available for Birmingham LEA schools only.

Special charges:

Annual delivery & collection (Sept '07 – July '08)

£60 per school

Half term delivery & collection

£15 per school

No delivery

**Delivery needs to be booked well in advance.**

If you choose delivery we will deliver on the designated loans weeks, however exact day and time cannot be specified.

**BMAG Loans**

**Service does not accept cancellation of bookings. Please do not confirm a booking until you are absolutely sure that you will receive and use the box.**

**Return forms to:**

Lorna Harris,  
Learning & Outreach Dept.

Birmingham Museum & Art Gallery,  
Chamberlain Square,  
Birmingham,  
B3 3DH.

Tel: 0121 303 3890

Fax: 0121 303 1337