

# North Kansas City Public Library & High School Media Center Teacher Assistance Form

Today's Date: \_\_\_\_\_

School Name: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

Teacher Library Card Number: \_\_\_\_\_

Best time to contact with questions: \_\_\_\_\_

Teacher's Phone Number: \_\_\_\_\_

Teacher's Email Address: \_\_\_\_\_

Subject(s): \_\_\_\_\_

Grade: \_\_\_\_\_

Date materials needed (please allow two weeks): \_\_\_\_\_

Assignment Due Date: \_\_\_\_\_

Approximately how many students are receiving this assignment? \_\_\_\_\_

Number of sources required (if applicable): \_\_\_\_\_

If there are any materials that are *not* permitted, please describe.

\_\_\_\_\_

Type(s) of material needed (check all that apply):

Juvenile Fiction \_\_\_\_\_ Juvenile Non-Fiction \_\_\_\_\_ Music (CD) \_\_\_\_\_

Video (DVD) \_\_\_\_\_ Poetry \_\_\_\_\_ Biography \_\_\_\_\_

Additional comments or instructions: \_\_\_\_\_

\_\_\_\_\_

Requests can be mailed to 2251 Howell St. North Kansas City, Missouri 64116,  
hand delivered to the Library, or faxed to (816) 221-8298

Please call (816) 221-3360 or email [nancyrobinson@northkclibrary.org](mailto:nancyrobinson@northkclibrary.org) with  
any questions.