

## **Requesting MNLINK renewals**

**To request a renewal for an ILL item (either MNLINK or OCLC) please email the following information to [ill@pioneerland.lib.mn.us](mailto:ill@pioneerland.lib.mn.us)**

- Patron barcode
- Item barcode
- Item title

*Do not send a pidgin or call for ILL renewals.*

*We will send an email when we have an answer about the renewal. Lenders vary on how long they take to answer renewal requests so please encourage patrons to ask a few days before an item is due.*

## **Requesting items from OCLC Worldcat**

**To request an item from OCLC (that is not available on MNLINK) please email the following information to [ill@pioneerland.lib.mn.us](mailto:ill@pioneerland.lib.mn.us)**

- Patron barcode
- Item title and author
- ISBN
- OCLC # (optional)
- If the patron is willing to pay a fee for the item and what that max fee is

*Do not send a pidgin or call for OCLC requests.*

*We will let you know if we cannot find a supplier on OCLC or if all potential suppliers say 'no' – otherwise assume the request is still in process. OCLC requests can take a long time.*