

# Request a document from the annexe, reserve, front desk, etc.

Identify yourself in the catalogue (see corresponding practical information sheet: )

Go to the document record

image.png

Click on "Request" in the box describing the item. The following form will appear:

image.png

The information requested is not compulsory. However, we recommend that you enter the planned consultation date in the "Requested date / note" box.

Click on "Send request". You will receive the following confirmation of registration:

image.png

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