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Q. A book I need is located at the Annex. What is the Annex and how do I get this book?

A. The Library Annex is an off-site storage facility located on Palm Road. The Annex is open to the public, but most users find that it is more convenient to have materials from the Annex delivered to a library on campus. To request an item for delivery, navigate to the item's record in the library catalog, click the button at the top of the screen labeled "requests," and select the option for book delivery service from the drop down menu. Select the individual item or volume you need (if applicable) and choose a library location. Items requested during the week typically take about 24 hours to be delivered. You will be notified by email when the item you requested arrives.