

ALEX INTERNAL PROCESSING FORM
PRIORITY 1 (REF) / PRIORITY 0 (NON-REF)

DATE: _____ INIT: _____

TITLE CONTROL #: _____

TITLE: _____

ALEX MUSIC DOUGLSS ART KILMER SMLR

___ LABEL
___ RELABEL
___ TATTLETAPE
___ MAKE FOLDER/BINDER/PUNCH HOLES

STAMP:
___ RUTGERS UNIVERSITY LIBRARIES
___ GOVERNMENT PUBS
___ ACCOMPANYING MATERIAL

SUPERSEDED:

___ LATEST ED/YR/VOL in REF/REFDESK/RESERVE/DOCREF/DOCREFDESK/DOCUSR

___ PULL SUPERSEDED: _____

___ PROCESS / DISCARD / SEND TO:

RELABEL SUPERSEDED:

REMOVE FROM SUPERSEDED:
___ DOES NOT CIRCULATE
___ REF / REFDESK / DOCREF
___ INDEX / BIOGRAPHY TABLE

OTHER COMMENTS:

___ **DISCHARGE**

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