

Palm Beach Community College
Belle Glade Campus
LLRC

Media Materials Request

Please note that, in lieu of this form, you may also request materials by calling Circulation at 993-1150, or by e-mailing Ms. Halimeh Shatarah shatarah@pbcc.edu.

All requests must be received at least 7 days in advance for any satellite facilities.

Date of Request: _____

Material needed: _____

Campus / Facility: _____

Room number: _____

Date/s of use: _____

Time of Class: From: _____ To: _____

Faculty name: _____

Faculty's Telephone #: _____

Faculty's Email Address: _____

LLRC Staff receiving the request: _____

Office Use Only:

