



Hargrett Rare Book & Manuscript Library
 University of Georgia Libraries
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ARBITRON PHOTOCOPY REQUEST

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1. Please type, sign and submit all request forms via fax, U.S. mail or in-person. Please do not reduce form size.
2. Be specific – Complete all request forms in their entirety.
3. Please sign – You will be asked to sign and resubmit unsigned request forms.
4. Handwritten, illegible, incomplete and/or unsigned request forms may be delayed or returned.
5. Allow four to six weeks for processing. Orders will NOT be faxed.
6. Copies for individuals are \$0.50 per page plus postage and handling.
7. Copies billed directly to Arbitron are \$1.00 per page plus postage and handling.
8. **All Arbitron request forms totaling less than \$25.00 will be billed. Please do not send money with your Arbitron request form.**
9. **All Arbitron request forms totaling more than \$25.00 must be paid for in advance. You will be notified by Mr. Danny Bridges (dbridges@uga.edu) of Libraries Access Services of the amount due. Your request will not be processed until a credit card payment, check or money order is received by Libraries Access Services.**
10. For information on Arbitron, Inc. go to <http://www.arbitron.com/home/content.stm>
11. The Hargrett Library staff is responsible for photocopying only.

PATRON INFORMATION

Name _____

Address _____
Street

_____ City _____ State _____ Zip Code

E-Mail Address _____

Telephone Number _____

Federal Express Number _____

Authorized Signature _____ Date: _____

Please check one: **Television Station** **Radio Station**

City (example: Chicago) _____

Year (ex. 1983-1986) _____

Quarters (ex. Spring, Fall) _____

Gender/Age Group (ex. Persons 12+ or Male 18-24) _____

Day Part (ex. Monday-Sunday 6AM-Midnight) _____

Section of Booklet (ex. Target Audience) _____

Station (ex. WTMX-FM) _____

Other _____