

DATE \_\_\_\_\_

**PRESERVATION DEPARTMENT  
BIBLIOGRAPHER=S DECISION FORM**

Main/Dewey/Science

Call #: \_\_\_\_\_

Barcode #: \_\_\_\_\_

Series \_\_\_\_ Yes \_\_\_\_ No

Edition (other than 1st): \_\_\_\_\_

No. of titles by same author: \_\_\_\_\_

Circulations

Current year: \_\_\_\_\_

Since automation: \_\_\_\_\_

This is volume \_\_\_\_ of \_\_\_\_ vol. set

This is \_\_\_\_\_ of \_\_\_\_\_ copies

**HOLDINGS IN OTHER LIBRARIES**

OCLC Record #: \_\_\_\_\_

# of holding libraries: \_\_\_\_\_

**PRESERVATION MICROFILM**

OCLC Record #: \_\_\_\_\_

Producing library: \_\_\_\_\_

DATE \_\_\_\_\_

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**Condition**

- \_\_\_ Brittle paper
- \_\_\_ Narrow margins (cannot re-bind)
- \_\_\_ Tape damage
- \_\_\_ Stains/accretions
- \_\_\_ Water damage
- \_\_\_ Mold/mildew
- \_\_\_ Major mutilation (describe) \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_ Loss of information
- \_\_\_ Fire damage
- \_\_\_ Other (specify) \_\_\_\_\_
- \_\_\_\_\_

**This volume cannot be reformatted:** \_\_\_\_\_

**BIBLIOGRAPHER'S DECISION**

- \_\_\_ Withdraw \_\_\_\_ Volume \_\_\_\_ Set \_\_\_\_
- \_\_\_ Buy replacement
- \_\_\_ Transfer to SPE
- \_\_\_ Reformat

Initials \_\_\_\_\_ Date \_\_\_\_\_

**PRESERVATION DECISION**

- \_\_\_ Photocopy
- \_\_\_ Microfilm