

Otis College of Art and Design  
Visual Resources Center

## Purchase Request for Video/DVD

Please list as much of the following information as possible. The more information you can provide the more possible (and more quickly) it will be to obtain your request.

*When a film is available in multiple formats, preference is given to the DVD version.*

***Bolded items are required.***

**Title:** \_\_\_\_\_

\_\_\_\_\_

**Filmmaker/Artist:** \_\_\_\_\_

\_\_\_\_\_

**Year/Version:** \_\_\_\_\_

Price: \$ \_\_\_\_\_

Distributor/Vendor: \_\_\_\_\_

\_\_\_\_\_

Notes:

\_\_\_\_\_

\_\_\_\_\_

.....

**Your Name:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**You Are:** (please check one)

Faculty  Staff  Student

Needed for Which Course & Semester:

\_\_\_\_\_

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