



To Whom It May Concern:

Your student has requested to place a reserve on a book and have it sent from either the Harlem 9th Grade Campus or the Harlem High School. Since this book is a book not in the Harlem Middle School Learning Center's collection, it is important for you to know of their request and give approval as to whether or not you would like your child to be able to request the book listed below from either of the schools listed above.

Attached to this letter is a brief summary of the book your child is requesting. If this is something you do not mind your child requesting, please sign this form and have your child return it to the Learning Center. Upon receiving this, I will continue with the reserve process. Thank you for your cooperation in this matter.

*I hereby allow my child, _____, to check out the following book:

My child has my permission **for this title only**

Parent/Guardian's Signature: _____

My child has my permission to check **any titles** from the Harlem 9th Grade Campus or the Harlem High School in the future. _____(Parent Signature)

Date: _____

Grade 7 / 8

ID# _____

Sincerely,

Mrs. Shields, Learning Center Director



A Community of Leaders

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