



**The University of the West Indies  
West Indies Federal Archives Centre**

**Request Form**

*This form must be completed to request files/items. Please return to the Reading Room Attendant when completed. Please note that a maximum of two (2) files will be issued at a time.*

Name: \_\_\_\_\_

User Bar Code: \_\_\_\_\_

Date:     d     m     y  
          /     /

Requested Files/Items:

File/Item Bar Code	File/Item Title

Signature: \_\_\_\_\_