



**NEWBURYPORT PUBLIC LIBRARY**  
**Assignment/ Tours/ Visits to the Library**

It is always helpful if we have advance notice of school assignments. We also welcome organized visits and tours provided that they are scheduled in advance. Please use this form to let us know about upcoming projects. You can submit this form by email, by fax at 978-463-0394, or in person.

Your e-mail address: \_\_\_\_\_

Assignment:

Teacher's Name: \_\_\_\_\_

School: \_\_\_\_\_

Grade: \_\_\_\_\_

Number of Students: \_\_\_\_\_

Date Assignment Given: \_\_\_\_\_

Date Assignment Due: \_\_\_\_\_

Assignment Description:

Is this assignment limited to certain materials (i.e. books, magazines, newspapers, encyclopedias, internet, databases)?

Additional comments:

Tours and Visits:

If you would like to contact us about a library tour or visit, you can call 978-465-4428 or e-mail Allison Driscoll, Children's Services, at [adriscoll@newburyportpl.org](mailto:adriscoll@newburyportpl.org), or Emely MacIntosh, Teen Services, at [emacintosh@newburyportpl.org](mailto:emacintosh@newburyportpl.org).

*Please remind students to bring their library cards with them whenever they visit the Library. THANK YOU!*