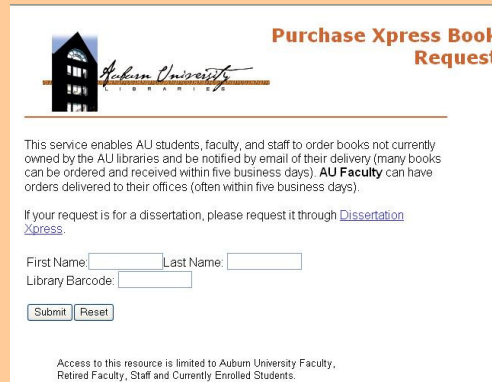


HOW TO ACCESS PURCHASE EXPRESS

- Go to Auburn University Libraries Homepage
- Select the “Services” Option
- Locate “Purchase Express”
- Supply information as requested
- Send request

HOW LONG DOES IT TAKE?

- Rush materials may be available in 5-7 days (added cost)
- Although all orders are facilitated, non-rush materials may take 2-6 weeks for delivery.



Purchase Xpress Book Request

This service enables AU students, faculty, and staff to order books not currently owned by the AU libraries and be notified by email of their delivery (many books can be ordered and received within five business days). **AU Faculty** can have orders delivered to their offices (often within five business days).

If your request is for a dissertation, please request it through [Dissertation Xpress](#).

First Name: Last Name:
Library Barcode:

Access to this resource is limited to Auburn University Faculty, Retired Faculty, Staff and Currently Enrolled Students.



**Auburn University
Libraries
231 Mell Street
Auburn University
Alabama 36849**

<http://www.lib.auburn.edu/>

Purchase Express

**A Service of Auburn
University Libraries**



PURCHASE EXPRESS CHOICES

- Want notification sent to requester when materials have arrived and been processed?
- Don't want notification?
- Need rush shipping?
(Costs \$25-\$35 in addition to the price of item, taken out of subject budget)
- Want delivery to faculty office? (Often within 5-7 working days if rush order)
- Want to include comments or special information on the request? There's space on form for requester comments.

WHAT PURCHASE EXPRESS IS

- A service for requesting that an item be purchased for the library
- Intended for obtaining research materials needed on time-sensitive basis
- Available to Auburn faculty, staff, and full-time students
- An adjunct to regular ordering procedures
- Contingent on approval of Subject Liaison Librarians for the field of the requester
- Can be very expensive if rush requested

WHAT PURCHASE ISN'T

- Not an alternative to regular ordering procedures
- Not a substitute for services of subject Collection Managers
- Not ILL, InfoQuest, ALLIES, or other delivery service
- Not intended for casual use

