How to configure IFM for lost book billing?

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Applies to

- WorldShare Interlibrary Loan
- Tipasa

Answer

1. You can configure IFM for a lost book by creating a blank request.
2. The institution that lost the book will need to send the blank request to the institution that owns the book.
3. The IFM charge on this request should be the amount of the charge for the lost book.
4. The only institution that should be selected in the lender string on this request is the institution that owns the lost book.

Page ID

14374