

## Laptop Loans Returns Notice

## Do you have a Laptop Loan from WMC?

If you have a Laptop Loan from WMC and are leaving your course this year, you will need to bring your Laptop back to Twelve Quays or Conway Park Library. Please note the Laptop will be chased until it is returned.

## How to return your WMC Laptop Loan?

Laptop Loan returns should be taken to Twelve Quays or Conway Park Library (Mon -Thurs 9-5pm/Fri 9-3pm) until the 20<sup>th</sup> June. From the 21st June until the 23rd Aug, Laptops should be returned to Reception at Twelve Quays or Conway Park.

## What should I do if I still need my Laptop Loan?

If you already have a Laptop and are continuing in Sept 2022-23 our report system will show you have left the college. In order to update this information please complete the Laptop Loan Form here (or scan the QR code below). If you do not complete the form we will continue to chase you to return the laptop. On the form you can tell us which course you are signing onto in Sept 22-23 or you can email us: Library@wmc.ac.uk



Scan the code to let us know what you are doing next year!



