

## Copy Cataloging Checklist – Bibliographic Record

10 August 2004

<b>Fixed fields:</b>	<b>Mandatory</b>	<b>Mandatory, if applicable</b>
<b>008</b> (Byte 06: <b>Type of Date</b> )	X	
<b>008</b> (Bytes 07-10: <b>Date 1</b> )	X	
<b>008</b> (Bytes 15-17: <b>Place of Publ.</b> )	X	
<b>008</b> (Bytes 35-37: <b>Language</b> )	X	
<b>Variable fields:</b>		
<b>020</b> (ISBN)		X
<b>1XX</b> (Main entry)		X
<b>240</b> (Uniform title)		X
<b>245</b> (Title statement)	X ( a)	X ( b,  c)
<b>246</b> (Varying form of title)		X
<b>250</b> (Edition statement)		X
<b>260</b> (Publication, distribution, etc.)	X	
<b>300</b> (Physical description)	X ( a,  c)	X ( b: use only ill., map(s))
<b>4XX</b> (Series statement)		X
<b>504</b> (Bibliography, etc. note)		X
<b>505</b> (Formatted contents note)		X (required for multi-part items)
<b>6XX _0</b> (Subject headings)	X (for all non-literary works)	
<b>700</b> (Added entries) <b>710</b> <b>711</b>		X (if no 1XX, or for additional contributors)
<b>8XX</b> (Series added entry)		X