

KALINDI COLLEGE LIBRARY

BOOK REPLACEMENT FORM

Date :

The Librarian
Kalindi College
East Patel Nagar, New Delhi – 110008

Subject: Replacement of library book

Respected Madam,

This is to inform you that I have taken a book entitled _____
_____ author/s is/are _____ from the Library.

Due to some reasons it has been lost/misplaced by me and now I want to replace it. Therefore, I request you to kindly allow me to replace the same.

Thanking You,

Yours Faithfully

(Signature of Member)

Name -----

Designation /Roll No-----

Department/Course -----

FOR LIBRARY USE

S.No	Acc.No	Author	Title/Ed.	Publisher
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The above book has been checked and verified from library records. Kindly allow to replace Books.

Lib Assistant/SPA

Allowed

LIBRARIAN