

**KALINDI COLLEGE LIBRARY
LOSS OF LIBRARY CARD**

Date :

The Principal/ Librarian
Kalindi College
East Patel Nagar, New Delhi - 110008

SUBJECT: Application for Loss of Library Card

Respected Madam,

This is to inform you that I have lost my _____ Library Tickets. I shall be obliged if you issue me duplicate Library Ticket

I will continue to be responsible for any loss, which the Library suffer due to the loss or misuse of my lost Library Ticket.

Yours Faithfully

(Signature of Student/Staff)

Name-----

Designation/Roll No-----

Department/Course-----

Address-----

No Books Issued/Books issued Acc. No.

Lib. Asstt./SPA

If permitted the user may issued duplicate Library Ticket (S)/on payment of fine Rs. _____

Fine paid Rs. _____ Receipt No _____ Dated _____

SPA

ALLOWED

LIBRARIAN