

**Duplicate Library card
Application Form**

From:-

Full Name :

Department :

Roll No. & Sem. :

Date :

To,

The Librarian,

V.V.P. Engineering College,

Rajkot

Res. Sir,

I....., the member of library of our college, inform you that, my Library Card was misplaced / lost. So I am requesting to you, kindly issue me duplicate Library Card. I agree to pay fine as per library rules.

Thanking You,

Yours truly,

()

Roll No. :

Remarks :

I have received duplicate Library Card.

(Sign of Student with Date)

Appl. Rec. Date	Card Issue Date	Fine Receipt No.	
		Date	
		Charges	Rs. 50/-