

FORE School of Management

Form No _____

Date:...../...../.....

To,

The Librarian
FORE School of Management,
New Delhi - 110016

Subject : - Request to borrow Institutional Library Membership Card.

I would like to use the following library facilities and undertake to abide by the rules and regulations.

Details of Institutional Membership Card

<i>Name of Library</i>	<i>Card no.</i>	<i>Borrowing Period</i>	
		<i>From</i>	<i>To</i>
<i>British Council Library / American Centre Library / NISCAIR Library</i>			

Undertaking

1. I take complete responsibility of membership card and documents issued against this card.
2. I shall return all borrowed documents on or before the due date.
3. I shall follow all rules & regulations of the respective library.
4. In case of any loss, fine, penalty occurs against this card, I shall deposit all dues timely.
5. I shall obtain clearance certificate from the respective library for the above period and submit to FSM Library along with Membership card within agreed period.

Details of the Borrower

Agreed and received the membership card (Signature)

<i>FSM Library Card no.</i>	<i>Course/ Designation</i>	<i>Name</i>
<i>Contact details</i>		

-----Official Use -----

Membership card issued by (Signature of FSM Library Staff)

Date:...../...../.....

Acknowledgement

Mr./Dr./Prof. _____ has returned the membership card no. _____ along with the clearance certificate from the respective library.

Signature of FSM Library Staff

Date:...../...../.....