



**Duplicate Card Form**  
**Library Membership for Alumni**  
**FORE School of Management**

‘Adhitam Kendra’ B – 18, Qutub Institutional Area,  
New Delhi -110016

**Please** ✓ **mark:** PGDM – FMG, IMG, FM, BDA/ FPM, \_\_\_\_\_ Batch \_\_\_\_\_

ID/Roll No. \_\_\_\_\_ Library Membership No. \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Name \_\_\_\_\_

Dear Sir,

I have lost/ misplaced my Library Membership Card on dated \_\_\_\_\_ and lodged a FIR\*,  
No. \_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/\_\_\_\_.

Request you to issue me the Duplicate Library Membership Card. I undertake the responsibility of any misuse  
of the lost card.

The requisite fee\* of Rs. \_\_\_\_/ vide receipt no. \_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/\_\_\_\_ is deposited.

(\*please enclose the copy)

Signature of the Applicant

Signature of Sr. Manager (Placement)

Signature of Dean (Corporate Relations)

Signature of Library Staff

Signature of Librarian

Library Membership No. \_\_\_\_\_ Duplicate Card First / Second / Third \_\_\_\_\_, received by the  
applicant.

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature \_\_\_\_\_