

GURU NANAK COLLEGE OF EDUCATION

LIBRARY MEMBERSHIP FORM

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MEMBERSHIP RULES

1. All books must be returned by due date, otherwise Rs. 5/- fine per day will be charged (Holiday (Saturday & Sunday) and same day will also be counted.)
2. **Reference, Reserve Books and Periodicals will be** Issued only for Two hours. **After that Rs. 50/- per Day.** (Holiday (Saturday & Sunday) and same day will also be counted.)
3. In case ID card is lost, pay fine Rs. 100/-
4. If any book is found damaged/missing, the student will have to pay double Charge of the book issued to him/her (without any discount).
5. No marking or folding on the pages of books issued is allowed
6. In **general Book Section, Two Books** will be issued for **7 days.** (Including Holidays.)
7. In **Book Bank Section, Two Books** will be issued Maximum for **30 days.**
8. If any student breaks any rule of the library, she/he can be debarred form fine Rs. 100/- and he she will be debarred the membership for month and for every.

Dear Sir/Madam

I, the undersigned would like to apply for Library Membership as **Student**. I hereby undertake the responsibility to abide by rules of the Library. In case of late return/ loss/ damage of any Library resources borrowed by me, I am willing to pay the required amount, as per the rules specified by College Library.

Name of Student

Address

.....

E-mail Address

Phone No.: (M1)(M2).....

Signature
(Librarian /Library Incharge)

Signature
(Student)