

Swami Shraddhanand College

(University of Delhi)

Alipur, Delhi-110036

Respected Madam,

I have lost my Library Ticket (s). I shall be obliged if you issue me duplicated Library Ticket/Clearance certificate.

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

Thanking You,

Yours Faithfully,

(Signature of Student)

Name: _____

Roll No.: _____

Class and Course: _____

Address: _____

No of Book issued Acc. No.

Dealing Assistant

If permitted he/she may issued duplicate Library Ticket (s)/ Clearance certificate on payment of fine Rs.
_____.

Dealing Assistant

Fine Paid Rs. _____

ALLOWED

LIBRARIAN