## SERVANTS OF INDIA SOCIETY'S DHANANJAYARAO GADGIL LIBRARY PUNE 411 004

## Application for Institutional (Annual) / Institutional (Life) Membership of the Library

Please furnish the necessary information under all the heads applicable to you.

1.	Institute Name:				
2.	Institute Address:				
				PIN :	
	Tel:	Fax:	Email:		
3.	Head of the Institute:				
	Name:				
	Designation:				
	Tel:	Fax:	Email:		
4.	Nature of the activities of the Institution:				
5.	Purpose of taking Me	embership of the	library?		
	Knowledge Update	/ Education /	Project Work /	Research Work / Other	
6.	Subjects of Interest:	1	2		
		3	4		

## DECLERATION

We have read the rules and regulations of the library and we agree to abide by same. In case we lose any book(s) borrowed by us from the Library, we agree to pay the replacement cost of the book and a penalty of 10 % of the replacement cost as per the rules and regulations of the library.

Signature of the Head & Institute Seal

Date:

## FOR OFFICE USE ONLY

Deposit Amount:

Receipt No. & Date

Admitted

Date:

Librarian

Year	Receipt No & Date	Borrower's Ticket Nos.	Admission No.

Entered in Member's Register / Database

Library Assistant

Application for Withdrawal of Deposit

We have returned all the material(s) belonging to the library alongwith Borrower's Ticket Nos. \_\_\_\_\_\_ to \_\_\_\_\_. We shall be grateful for refunding the library deposit of Rs. \_\_\_\_\_\_)

Signature of the Applicant

(To be filled in by Circulation Desk Staff)

Reader has returned all the material(s) issued to him / her by the Library and the details are entered in the member register/database. Hence the Deposit may be refunded.

Signature of Circulation Desk Staff

Signature of Librarian

(To be filled in the presence of Accountant)

Received the library deposit of Rs. \_\_\_\_\_/- (in words Rs. \_\_\_\_\_\_

.....)

Date:

Signature of the Applicant