



ST JOHN COLLEGE LIBRARY
Dimapur, Nagaland, India -797112

REPORT OF LOSS OF LIBRARY CARD

I am to inform that the Library Card issued to me has been lost. Kindly issue me a duplicate Library Card. I agree to pay the fines as per the SJC Library Rules.

Particulars of Library Card

Library Card No. _____ Valid Upto _____

Category : Student (BA/BSc) / Teacher / Others

UNDERTAKING

In case the library card declared lost is located and a book(s) found charged against the library card, I undertake the responsibility for the replacement of the book(s) outstanding against the library card.

Place
Date

Signature of Applicant
Name _____
Department _____

Office of the Cashier

An amount of Rs. _____ may kindly be released from _____ against the loss of Library Card.

Signature of the Cashier

Signature of the Librarian