

**CENTRAL LIBRARY
MVGR COLLEGE OF ENGINEERING (A)
VIZIANAGARAM-535005.**

To,
THE LIBRARIAN

Vizianagaram

Date:.....

Sir,

I (.....) have lost the Library Textbook bearing

Acc. No...... . I want to **pay the book cost / Replace**. I have borrowed it on date.....

Category : Student / Faculty

Signature of the Borrower:

Registration No.:

Phone :

Department :

(FOR OFFICE USE ONLY)

To

Date:.....

THE TECHNICAL SECTION

The amount to be collected may please be intimated Rs/-.

Acc. Reregister Vol. No.:

I/c Circulation Section

To

Date:.....

THE CIRCULATION SECTION

Please collect a sum of Rs...../- as provisional deposit the replacement cost of the book/ journal including a sum of 25% of the book Cost towards processing charges.

Author :

Title :

Edition & Year:

Price :

Replaced Edition & Year :

Acced. on :

Publisher:

I/c Technical Section

To,

THE TECHNICAL SECTION

A sum of Rs./- has been collected on MVGR Central Library
Cash **Receipt No. & Date** :and included in the remittance made in the
Central Library, MVGR College of Engineering(A), Vizianagaram.

I/c Circulation Section

LIBRARIAN