

SAVITRIBAI PHULE PUNE UNIVERSITY: JAYAKAR LIBRARY

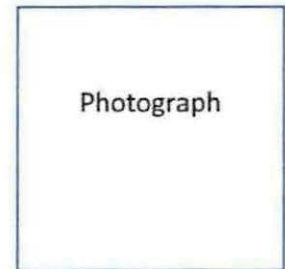
Staff Membership Form

Employee No.....

Card No.....

Date.....

To,
The Librarian,
Jayakar Library,
Savitribai Phule Pune University
Pune – 411 007



Sir,

Please enroll my name as a reader / borrower of the Jayakar library, I have read the rules of the library and I will abide by these rules. Please issue me an ID card & Smart Card. I attach, here with two copies of my photograph of the Identity card size. I am giving below the necessary particulars:

1. Name in full
(Block Letters) Surname Name Father's/Husband's name

2. Designation.....

3. Department.....

4. Subject Specialization

5. Address: (in Pune).....

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6. Permanent Address:
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7. Phone(R):-Office:-.....Mobile: -

8. Date of Birth..... Date of Joining.....Date of Retirement.....

Received Library ID card (Smart Card)

Yours Faithfully,

.....

Signature of the reader

.....

Signature

Rules for use of RFID Smart Card:

1. Books will be issued strictly using library ID card (Smart Card).
2. In case lost of ID card, the member will have to communicate the librarian in written immediately to avoid misuse.
3. If the smart card is lost, and in case the book is taken by anybody else, then the member will be held responsible for transaction on smart card.
4. Member will have to pay Rs.150/- for getting duplicate Smart card.
5. At the time of retirement/leaving the job every member should have to return the smart card to obtain no dues Certificate.
6. In case any misuse of the smart card is noticed, the membership of the concerned member shall be cancelled immediately.

I have read all above rules of the library and I will abide by these rules.

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(Signature of the Reader)