

# SANKALCHAND PATEL COLLEGE OF ENGINEERING

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Date: \_\_\_\_\_

## APPLICATION

Name (in Capital Letters): \_\_\_\_\_

Branch: \_\_\_\_\_ Semester: \_\_\_\_\_ Library I.D. No: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Contact No: \_\_\_\_\_

To,  
The Librarian,  
S. P. C. E, Visnagar.

**Subject:** To issue a **Duplicate Library Ticket**.

Respected Sir,

I have misplaced my original library Ticket. I humbly request you to kindly issue me the Duplicate Library Ticket. In case if I found the original Ticket, I will return it at the earliest. I make sure that there will not be any misuse of it in future.

Thanking You,

Sincerely Yours,

(For office Use Only)

The amount Rs. \_\_\_\_\_ receives as a fine, receipt No: \_\_\_\_\_ (Sign of clerk)

Approved by:

Librarian: \_\_\_\_\_

Prof.-Incharge (Library): \_\_\_\_\_