

S.R.C.C. DELHI
Application for Refund of Library Deposit

The Principal,
Shri Ram College of Commerce
Delhi-110007.

Date

Sir,

I respectfully beg to say that I have left the College. I have returned all the Library books borrowed by me. I therefore, request you that the library security of Rupees One Thousand Only deposited by me in the College at the time of my admission in the Year may kindly be refunded to me. I am not a member of University Library.

Class: Year: Roll No.

Mob. No. E-Mail i.d.

Kindly transfer my amount in my Saving Bank Account No.

Name of Bank IFSC Code

Signature

Name:

Address:

(1) Report from the Librarian : No Dues are Outstanding & Library Card returned by the Student.

Assistant

Librarian

(2) Report by the Cashier : No Dues are Outstanding & the Library Security be refunded

Debit : Library Security A/c.

Credit : NEFT through SBI. — —

A.O. (Accounts)

Bursar

Principal

(Pre-Receipt)

Received from the Principal SHRI RAM COLLEGE OF COMMERCE a sum of Rupees One Thousand Only being refund of my Library Security.

Signature in Full

Name

*Note:- Students are advised to attach their latest photocopy of the Bank Pass Book.