

# Rabeya Khatun Chowdhury Central Library

### Pro forma for Book Issue to the

#### **Borrower's Information:**

| Name | Designation | Department | Mobile Number |
|------|-------------|------------|---------------|
|      |             |            |               |
|      |             |            |               |
|      |             |            |               |
|      |             |            |               |

## **Recommendation of the Head of the concern Department:**

| Department | Signature of the Head of the Department | Date | Seal | Mobile<br>Number |
|------------|---|------|------|------------------|
|            |   |      |      |                  |
|            |   |      |      |                  |

#### N.B:

- 1. A. Part-time/Guest teacher may borrow 5 (five) books for 10 (ten) days at a time.
- 2. If the borrower fails to return the issued books, the concern Head of the Department will be responsible.

Chief Librarian Leading University, Sylhet.