

CENTRAL LIBRARY
(Indian Institute of Technology, ISM, Dhanbad)
Proforma for Requesting No-Dues Clearance

To
The Librarian
Sir,

I, (Name in capital letter).....S/O / D/O Sh. / Smt.....
have returned all the library books issued to me and deposited all the dues/fine, if any, standing in my name till date in library records. I have also surrendered **Bar-coded Library Membership Card** issued to me by Central Library, IIT, ISM Dhanbad.

Therefore, you are requested to accord NO-DUES CLEARANCE from Central Library.

Thanking You,

Date :
Admission No. :
Contact No :
E-mail Id :
Reason of leaving :

Yours Sincerely

Name:.....
Class:.....Session:.....

(For Office Use Only)

Library Membership Card :Received/Not Received
Library Fine (If Any) :Received/Not Received

(Section-in-Charge)

(Asst. Librarian / Librarian)