

Place:
Date:

From,

.....
S. N. Bose National Centre for Basic Sciences
Block JD, Sector III, Salt Lake
Kolkata 700 098

To,

The Librarian
SNB Library
Block JD, Sector III, Salt Lake
Kolkata 700 098

Sub: Inter-library loan of book

Sir,

I wish to borrow the following book(s) on inter-library loan basis from the ISI Library, Kolkata. Bibliographical details are at the bottom of the letter.

I shall be responsible for the safe keep of the book(s) and will make good for the loss/damage caused, if any, as per the Rules & Regulations of ISI Library. I shall be liable to pay overdue charges too in case of delay in the return of the said book(s).

Yours faithfully,

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Title:
.....
Author:
Publisher:
Call Number: Acc. Number:

Title:
.....
Author:
Publisher:
Call Number: Acc. Number: