

**MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY  
JAIPUR - 302017**

**Central Library**

**BOOK LOST/ BOOK REPLACEMENT FORM**

The Under mentioned book borrowed by me and due on \_\_\_\_\_  
has been lost. I may allowed to replace/pay its price in the accounts section

Accession No. \_\_\_\_\_

Name and Signature \_\_\_\_\_

Roll. No. / Membership No. \_\_\_\_\_

---

**(For Office Use only)**

Author \_\_\_\_\_

Title \_\_\_\_\_

Call No. \_\_\_\_\_ Edition \_\_\_\_\_ Year \_\_\_\_\_

**ACQUISITION**

1) Replacement

- a) Replaced copy which is identical is accepted and accessioned.

Accession No. \_\_\_\_\_ Dated \_\_\_\_\_

- b) Edition and Binding condition is O.K.

**OR**

2) Payment

Cost of the Book \_\_\_\_\_ Double Cost (or as per Policy) \_\_\_\_\_

Overdue Charge & Processing Charge \_\_\_\_\_ **Total Rs.** \_\_\_\_\_

a) Charged Rs. \_\_\_\_\_ Vide Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_

b) Entered in the Withdrawal register vide item \_\_\_\_\_ On \_\_\_\_\_

c) Accession Register marked \_\_\_\_\_

d) Shelf List marked on \_\_\_\_\_

e) Catalogue card marked on \_\_\_\_\_

Dealing Assistant

**Asst. Librarian**

**Librarian**

(Please give separate application form for each book lost)