

Government of Himachal Pradesh
Institute of Public Administration
Fairlawns, Shimla-171012

To

The Director,
H.P. Institute of Public Administration,
Fairlawns, Shimla-171012.

Sir,

I request you to enroll me as a member of the Institute library. I undertake to abide by the library rules as applicable from time to time. I am tendering herewith Rs 1000/- (Rupees One Thousand only) as security amount as required. Relevant information is given below.

1. Name: _____

2. Designation _____

3. Office Address: _____

4. Permanent Address: _____

5. Telephone: Office _____ Residence _____

Thanking you,

Yours faithfully,

Date: _____

Signature of applicant _____

(For office use only)

Received Rs.1000/- (Rs. One thousand only) as library security and Borrower's Card
No. _____ issued.

Director/ Officer Incharge (Library)
H.P. Institute of Public Administration,
Fairlawns, Shimla-171012.