



# St. Francis Institute of Technology

TITLE :- CENTRAL LIBRARY PROCEDURE | DOC. NO.-SFIT/LIB/P-01/REV9 | Date :01/07/19 | Issue No.: 01

SFIT/LIB/F-08/REV1

Date: 01/07/2019

## STATEMENT OF LIBRARY MATERIALS DONATION

Form No.:

Year:

I am donating \_\_\_\_\_ to the SFIT Library with the  
(number) (items, e.g., books, journals)

understanding that they will be added to the collection if they meet library needs. If not, the items may be disposed of in any manner deemed suitable by the Library.

I understand that by signing this form, I relinquish all ownership rights to the materials specified, and that these materials will not be returned to me if they are not added to the Library's collection.

Donor's Name: \_\_\_\_\_

Donor's Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel. No.: \_\_\_\_\_

E-Mail ID: \_\_\_\_\_

Signature of Donor with Date

\_\_\_\_\_

A list of items donated should be attached or items should be listed on the back side of this form.

Signature of the Librarian

\_\_\_\_\_



CONTROLLED COPY

ISSUED BY

C. Bhangre

APPROVED BY

*[Signature]*