



**Duplicate Card Form**  
**Identity cum Library Membership for Student**  
**FORE School of Management**

‘Adhitam Kendra’ B – 18, Qutub Institutional Area,  
New Delhi -110016

**Please ✓ mark:** PGDM – FMG, IMG, FM, BDA/PGPX/FPM \_\_\_\_\_ Roll No. \_\_\_\_\_

ID cum Library Membership No. \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Name \_\_\_\_\_

Dear Sir,

I have lost/ misplaced my ID cum Library Membership Card on \_\_\_\_\_ and lodged a FIR\*,  
No. \_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/\_\_\_\_.

Request you to issue me the Duplicate ID cum Library Membership Card. I undertake the responsibility of  
any misuse of the lost card.

The requisite fee\* of Rs. \_\_\_\_/ vide receipt no. \_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/\_\_\_\_ is deposited.

(\*please enclose the copy)

Signature of the Applicant

Signature of Manager (Academics-I)

Signature of Dean (Academics)

Signature of Library Staff

Signature of Librarian

ID cum Library Membership No. \_\_\_\_\_ Duplicate Card First / Second / Third \_\_\_\_\_, received by  
the applicant.

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature \_\_\_\_\_