



**Vidyasagar University Central Library**  
Midnapore , West Bengal - 721102 Ph: 03222-276556  
**APPLICATION FOR Issuing No Dues Certificate**

**To**

**Librarian**

Sir,

I do not possess any library material issued to me. Kindly issue one No Dues Certificate  
Details are given below :

1. Name of the Applicant [in Capital Letters]	
2. Library Member	Yes <input type="checkbox"/> No <input type="checkbox"/> [if yes , Membership No ]
3. Type of User	Faculty / Research Scholar / Officer / Staff /
4. If Scholar (give Details)	Stipendiary / Non-Stipendiary (with Borrowing Facility) / Non- Stipendiary (without Borrowing Facility)
5. Department / Centre	
6. Mobile No	
7. email-id	
<b>I have returned all the library books issued to me and surrendered the library card / I do not have privilege to borrow books</b>	
Place :	Yours Faithfully
Date :	(Name)

No .....

Date:

**NO DUES CERTIFICATE**  
**TO Whom It May Concern**

Certified that no library document is outstanding against Prof./ Dr./ Mr./ Ms./ Mrs.  
....., Designation ..... of the  
department of ....., Vidyasagar University.

(Deputy Librarian)

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(For Office record Only)

No

Date:

**NO DUES CERTIFICATE RECEIPT**

Received Library Clearance Certificate

Prof./Dr./Mr./Ms./Mrs.....,Designation .....  
of the department of ..... Vidyasagar University.

(Applicant's Signature)