ABES Engineering College, Ghaziabad

Central Library

Recommendation/Requisition of Books

Name of the Faculty:…… Employee Code:……

Department:…… Email Id:……

Subject:……

Number of Students:……

Course & Semester for which book are required:……

Date:……

S. No. (a)	Text/ Ref. (b)	Title (C)	Author (d)	Publisher (e)	* Price (Rs.) (f)	* No. of Copies available in library (Same Author) (g)	* No. of Similar Books (Different Author) (h)	# No. of Copies Required (i)	** No. of CopiesTo be Procured (Recomm. By Librarian) (j)	Remarks (k)

Note: *- To be filled in by the Asstt. Librarian

#- To be filled in by the concerned faculty after column (f) (g) & (h) have been in

**- To be filled in by the Librarian

Sign. (Faculty Member) (Head of the Deptt.) Asstt. Librarian Librarian