



**UNIVERSITY OF CALCUTTA
UNIVERSITY LIBRARY**

87/1, College Street
Kolkata-700073

<https://www.culibrary.ac.in>

APPLICATION FOR USE OF PERSONAL LAPTOP/TAB FOR ACADEMIC PURPOSES

To
The University Librarian
University of Calcutta
Kolkata-700073

Sir,

Please allow me to use personal laptop/tab in the Library for academic purposes.
I undertake to abide by the rules of the University Library.

Name (in capital letters)

Department Session

Membership card No. issued on (date).....

Phone No. Email

- Laptop, tab in the Library premises should be used for academic purposes only.
- Personal keyboard, mouse, etc., are not allowed inside the Library.
- Users must take care of their laptops, tabs, pen drives etc. The Library shall not be responsible for any loss or damage.
- Use of laptop/tab is restricted to silent mode only. Online gaming, chatting and videos (except lectures and academic talks) are strictly prohibited.

Signature of the user

Recommended by

Name

Designation

Signature with seal

FOR OFFICE USE

May be granted from to

Membership Section
Superintendent/AL1/Dealing Staff

University Librarian/
Deputy University Librarian/
Assistant University Librarian