

* Use **BLOCK LETTERS** only

AKGEC/LMP/FM/01 a
Rev 01

AJAY KUMAR GARG ENGINEERING COLLEGE, GHAZIABAD

Requisition for Library Books

To,
The Director General
AKGEC,
Ghaziabad
Sir,

Subject:
Subject Code:
Name of Faculty:
No. of Students:

Req./ / 2021-22/

Department:-
Name of HoD:-

It is recommended that the following books may be purchased for the Central Library. Sanction for their purchase may please be accorded.

S.No	Author	Title and Edition	Publisher	Year of Pub.	Cost	Text/ Ref. Books	No. of Copies Req.	Sig. With Name of concerned Faculty

Remarks (HoD) if any:

(Signature)
HoD
Date:

Received in Library
Signature:
Date:

Note: Please do not recommend any book published two years ago.