



**COLLEGE OF PHYSICIANS & SURGEONS PAKISTAN**

7th Central Street Defence Housing Authority, Phase-II, Karachi 75500.

Tel. No. 99207100-10; Fax #: 99266432; UAN; 111-606-606

www.cpsp.edu.pk

Membership No. \_\_\_\_\_

**RENEWAL OF LIBRARY MEMBERSHIP**

(To be filled in block letters)

<b>NAME (IN BLOCK LETTERS):</b>	<input type="text"/>
<b>FATHER'S NAME :</b>	<input type="text"/>
<b>RESIDENTIAL ADDRESS:</b>	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
<b>CELL NO.:</b>	<input type="text"/>
<b>PHONE NO. (RES):</b>	<input type="text"/>
<b>N.I.C NO.:</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<b>P.M.D.C NO.:</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**REQUIRED PERIOD FOR LIBRARY MEMBERSHIP:** Month/s \_\_\_\_\_ Day/s \_\_\_\_\_

**UNDERTAKING**

The information given above is true to the best of my knowledge and I agree to abide by the library rules & regulations.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

**Renewal of Membership Fee:**  
Amount Received: \_\_\_\_\_ Receipt No. \_\_\_\_\_ Date: \_\_\_\_\_

**Validity of Membership Card:**  
This card is valid from \_\_\_\_\_ to \_\_\_\_\_.  
Approved by Chief Librarian: Yes  No.  (Signature): \_\_\_\_\_  
Signature of Account officer: \_\_\_\_\_

# CPSP LIBRARY RULES & REGULATIONS

It is mandatory for the members to understand and abide by all the Library rules and regulations given below.

1. The Library is open to its registered members only.
2. Members are requested to show their Library membership card upon entrance to validate entry. The Library membership card is not transferable as it is token of privilege which only the member for whom they are issued is entitled to.
3. Members must conduct themselves properly in the Library with respect and consideration for other members in order to maintain an appropriate study environment.
4. Order and silence must be observed strictly in the Library.
5. No bags, umbrellas, parcel, etc. except files and books may be brought into the Library. Storage facilities have been provided at the entrance of the Library.
6. Writing on the walls, tables, chairs and other furniture and equipment in the Library is prohibited.
7. Tearing off pages or mutilation of books and journals will lead to fine depending on the extent of distortion.
8. Removal of Library materials or property from the Library premises / moving Library furniture from where it is placed by Library staff is prohibited.
9. Smoking is not permitted in the Library.
10. Consumption of food and drinks is not permitted in the Library / water bottles up to 600ml are allowed.
11. Sleeping and/or laying in the Library premises is not allowed.
12. Use of mobile phones inside library premises is strictly prohibited.
13. Photography and filming in the Library are strictly prohibited.
14. The reservation of seats in the reading areas is not permitted. Books and other articles left for any length of time on chairs and tables may be removed by the Library staff.
15. While leaving the Library, members should ensure that they carry only their personal books, otherwise disciplinary action will be taken against them.

16. Users leaving the Library premises may be subject to inspection of any library materials in their possession and/or their bags capable of containing Library materials.
17. CPSP Library follows the "BYOD" policy, means "Bring Your Own Device". Every registered member should bring you own laptop or any other device to use internet searching facility through free WIFI services provided by CPSP.
18. Computing equipment in the Library must not be used for the creation, display, importation, circulation or storage of offensive material.
19. The Library will not accept responsibility for the loss or misplacement of personal belongings.
20. The Library has full right to revoke the membership as a result of any violation to the rules.
21. The Library staff on duty has the right to request a member to leave the premises of Library if he/she is found to be violating any of the Library rules.
22. The Library Rules and Regulations will be modified from time to time without notice and will be posted on notice board.