SRI LANKA INSTITIUTE OF INFORMATION TECHNOLOGY

SLIIT LIBRARY DEPOSIT REFUND FORM – STUDENT

1. Membership No: | | | | | | | | | |

2. Full Name : | | | | | | | | | | | | | | | | | | | | | | | | |

3. Title: **Rev. / Mr. / Mrs. / Miss**

4. Student ID No: | | | | | | | | | | |

5. Permanent Address: .....

.....

6. Contact No :
   Mobile: | | | | | | | | | | | Home: | | | | | | | | | |

7. E – Mail: .....

8. Receipt No: **SLI-LKR-** | | | | | | | | | | | Receipt Date: .....

9. Deposited Amount: ☐ Rs. 3000.00 ☐ Rs. 5000.00 ☐ Rs. 6000.00

10. If transferred from any other SLIIT library please mention the former library …….

I undersigned, hereby apply for the refund of library deposit. Enclosed the original receipt / Indemnity bond.

....
Signature Date

* If any member has lost the original receipt he / she has to sign an indemnity bond to refund the deposit.

For Office Use Only

This is to certify that the above member has:

- ☐ Returned all borrowed items to the library
- ☐ Paid all dues to the library
- ☐ Has to pay Overdue / Damage / Losses
- ☐ Received original receipt for refund
- ☐ Not submitted the original receipt & indemnity bond attached

Library Deposit in Full: Rs. .....

Deduction: Rs. .....

Total Amount Refundable: Rs. .....

Form Collected by: …….. Collected Date: …. / …. / ……..

Please arrange for the refund of the following amount to the above named.

Refund the library deposit amounted Rs. …… is recommended.

Signature of the Librarian: …… Date: …. / …. / ……..

Receipt of Acknowledgement - Library Deposit Refund

To: ……

Received the refund form on: …. / …. / …….

Signature of the Staff: …… Date: …. / …. / ……..