Learning Resources Center
Book Request Form

- This form should be used to recommended book(s) that you wish the library to purchase
- Kindly provide as much information as possible e.g., author/editor, publisher, year, edition etc.
- Use another form if you have more title(s) to request

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<th>Sr.</th>
<th>Title</th>
<th>Author/Editor</th>
<th>Publisher</th>
<th>Edition</th>
<th>Year</th>
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Requested By:
Name: ____________________________ Membership No: ____________________________
Designation: ____________________________
Schools & Institutes:
☐ SBE  ☐ SST  ☐ SSSH
☐ SLP  ☐ SPA  ☐ ITIS
☐ IAA  ☐ IIB  ☐ CEL
☐ LRC  ☐ Other
E-mail: ____________________________ Phone no: ____________________________
Cell no: ____________________________ Ext: __________ Date: __________

Recommended By:
☐ Dean  ☐ HKU
☐ Associate Dean  ☐ Director
☐ Other
Name: ____________________________
Date: ____________________________
__________________________
Signature

For office use only
__________________________
Signature

Availability of Book(s):

© UMT  Locally Internationally Details
1. ________________________________________________
2. ________________________________________________
3. ________________________________________________
4. ________________________________________________
5. ________________________________________________

Ordered to: ____________________________ Dated: ________________

Order Placed by: ____________________________ Approved by: ____________________________
Name: ____________________________ Name: ____________________________
Library Officer  Chief Library Officer
Learning Resources Development  Learning Resources Center
University of Management and Technology

__________________________
Signature
__________________________
Signature