



DEFENCE PUBLIC LIBRARY

St # 38 Z - Block Phase - III DHA Lahore Pakistan Phone # 042-35734031

Category : Non Regular

<p><u>DOCUMENTS REQUIRED</u></p> <ol style="list-style-type: none">1. Copy of DHA Rent Agreement & any Utility bill2. Copy of N.I.C/Form "B"3. 1 x Photograph(Passport Size) (Without any Mark)4. Affidavit (Optional)	<p><u>FEE STRUCTURE</u></p> <ol style="list-style-type: none">1. SECURITY : RS 1500 (Refundable)2. FEE :RS 500 (YEARLY)3. CARD Charges: RS 100
<p><u>TIMINGS</u></p> <ol style="list-style-type: none">1. STUDY TIMINGS: 9 A.M TO 9 P.M2. Office TIMINGS: 9 A.M TO 5 PM(MON to FRI)3. Service Timings: 9 A.M TO 9 P.M4. OPEN: 7 days5. CLOSED: Gazzetted Holidays	<p><u>Library Services</u></p> <ol style="list-style-type: none">1. Books Issuance2. Internet Wi-Fi3. Scanning4. Printing & Photocopy5. Canteen

DHA Library members code of Conduct / Library Rules

Members attention is drawn to strict observation of Library Rules while using the library services.

Any violation of these rules will incur appropriate disciplinary action leading to suspension/withdrawal of membership.

- Present your Library Membership card while visiting Library.
- Get your card renewed according to date of issue.
- Be in formal dress during visit to Library.
- Male and Female members are not allowed to sit together and after 5:00 pm females are requested to be seated upstairs where males will not be allowed.
- Leave your personal belongings such as hand bags, brief cases etc at the library entrance and park your Cars/MCs/Cycles on your own responsibility. The Library disclaims any liability for loss or damage.
- Submit any book or object for inspection, when requested by the library staff.
- Do not write, underline or mark any book. Library books are carefully examined on return and the borrower will be held responsible for the damage.
- After reading, leave books on the table. Please do not shelve the books yourself.
- Complete Silence should be observed except for brief and subdued talk with library staff.
- Drinks and eatables are not allowed in the library.
- Smoking is strictly prohibited inside the library.
- Keep your mobile phones off within the library.
- Do not change configuration of computers or any other equipment in the library.
- Circulation and internet section timings are 9:00 am to 9:00 pm.
- Kindly inform and give your vehicle number to the guard on duty in case you have to double park your vehicle, for your own convenience.

**DEFENCE PUBLIC LIBRARY
DHA LAHORE CANTT:35734031**



**NON-REGULAR
DOCUMENTS REQUIRED**

1. Copy of DHA Rent Agreement
2. Copy of any Utility bill
3. Copy of N.I.C/Form "B"
4. 1x Photograph (Without any Mark)
5. Affidavit (Optional)

FOR OFFICE USE ONLY

1. Date: _____

2. M/Ship No: _____

3. Received By: _____

I hereby apply for membership of the Defence Public Library Lahore and agree to pay the replacement value of any book and material damaged or destroyed which in my possession and to observe the rules of the library.

Full Name(Mr/Miss) _____

Age _____ Father/Husband's Name _____

Father/Husband'S Contact No _____

Present Address _____

Permanent Address _____

Occupation/Education _____ Institution _____

E-Mail _____

National Identity Card No _____

Member's Phone No _____

Signature _____

Date _____