



NATIONAL LIBRARY OF PAKISTAN
CONSTITUTION AVENUE, G-5/3
ISLAMABAD

MEMBER'S REGISTRATION FORM

Photograph
1" x 1" size
(2 copies)

Name: _____

Date of Birth: _____

Son/Daughter of : _____

CNIC No: _____ Occupation: _____

Passport No(in case of foreigner) _____

Organization/Institution: _____

Email: _____ Telephone No. _____

Postal Address: _____

Permanent Address: _____

Subject/Topic of Research : _____

I have read Library Rules and Regulations (overleaf) and undertake to abide by them.

Date: _____ Signature : _____

RECOMMENDATIONS BY CLASS-I OFFICER OR HEAD OF INSTITUTION

I certify that Mr/Ms. _____

is a researcher/reader/student interested to study in the National Library of Pakistan _____

and enrolled with this educational institution (in case of student) _____

He/She is a reliable person who can be trusted to take care of reading materials. The information given by the applicant is correct.

Name : _____ Designation: _____

Official Address: _____

Telephone No. _____ Signature _____

Date and Official Stamp _____

FOR OFFICE USE ONLY

Year _____ No. _____ Initial & Date _____

**NATIONAL LIBRARY OF PAKISTAN
CONSTITUTION AVENUE, G-5/3 ISLAMABAD**

MEMBERSHIP RULES AND REGULATIONS

- 1) Membership is subject to completion and signing of the prescribed Registration Form and upon payment of Fee amounting to Rs.300/- (non-refundable).
- 2) Any citizen of Pakistan above the age of 20 years is eligible to become member subject to the verification of identity.
- 3) Foreigners who can show adequate legal proof of their residence in Pakistan may apply for reader's ticket.
- 4) Post-graduate students will be granted membership only on the recommendation of the heads of their institutions.
- 5) Senior citizens shall be exempted from payment of Registration Fee.
- 6) Member's Card shall not be transferable and any change of address shall be notified immediately to Head of Reader Services, National Library of Pakistan, Islamabad.
- 7) Member's Card and Reader's Ticket shall be deposited with staff at the Counter of Reading Hall and collected when leaving the Library.
- 8) A Member's Card shall be valid for a period of three years from the date of issue unless previously surrendered or cancelled.
- 9) The loss of Member's Card shall be reported immediately and may be replaced one week after the date of notification of the loss thereof and on payment of such fee as may be determined by the Library Authority.
- 10) At the end of every three years from the date of registration, every member shall be required to re-register without payment of further fees.
- 11) Those failing to re-register within one month on expiry of membership shall deem to have ceased membership.
- 12) A member upon resignation from Library Membership shall return Member's Card to the Head of Reader Services for cancellation.
- 13) The admittance or otherwise cancellation of membership of the Library or grant of Member's Card or Reader's Ticket to any person is at the sole discretion of the Library Authority.

USE OF COLLECTIONS

- i) Members / Readers may consult/read library materials in the specifically earmarked Reading Halls only.
- ii) Books and other library materials shall not be moved out of the Reading Halls by the readers.
- iii) Members/Readers shall not bring their own reading materials into the Library Reading Hall but shall deposit at the Reception or designated counter.
- iv) Manuscripts, Rare books and materials received under the Copyright Law shall be available for research purposes only.
- v) Collections housed in the Stack Areas are not open to Member/Readers except with the permission of the Head of Reader Services. However, readers shall not remove any materials from the Stack Areas on their own.
- vi) In case of damage or mutilation of any reading materials / property, the Member/Reader shall have to replace the item or pay the cost as determined by the Library Authority. The cost of manuscript or a rare item shall be determined by a Committee specially constituted for the purpose.
- vii) The Members/Readers found causing damage to the library materials / property will be prosecuted under the relevant laws of the Federal Government and their membership will be cancelled forthwith.
- viii) Lending of library materials to other libraries and institutions shall be restricted to photocopy/Microfilm and duplicate copies of books on payment of necessary charges prescribed by the Library Authority and subject to the copyright laws.