

FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING, BANDRA

Ref.: CRCE/

Date:

To

The Librarian
IIT- Powai
Mumbai.

SUBJECT : Permission of Using Library Facility
REFERENCE: Our Institute Membership No. OOEIMP06

Dear Sir/Madam,

The following Staff / Student of our Institution wish to refer to some resources
Of your Library for.....days from.....to.....
Kindly permit them .

S.No	Name of the Staff / Student	Roll No	Dept. / Branch	Sign
1				
2				
3				
4				
5				
6				
7				

Thanking You

Yours Faithfully,

DR.SAPNA PRABHU
PRINCIPAL

G.JOTHILAKSHMI
LIBRARIAN