LIBRARY MEMBERSHIP FORM
DPL, DHA LAHORE

DOCUMENTS REQUIRED:
1. Copy of DHA Allotment Letter
2. Copy of Valid Rent Agreement / Police Verification Form
3. Copy of CNIC
4. Copy of Form “B” of children
5. Copy of any Utility Bill
6. Copy of Employee Card / ION
7. 1 x Photograph Passport size (Blue/White Background)

FOR OFFICE USE ONLY
1. Date: __________________
2. M/Ship No. ______________
3. Type of Membership: _________

Type of Membership

<table>
<thead>
<tr>
<th>Category</th>
<th>Security</th>
<th>Annual Fee</th>
<th>Quarterly Fee</th>
<th>Card Charges</th>
<th>Only for Family Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>500</td>
<td>150</td>
<td>-</td>
<td>100</td>
<td>Family Members (Photos attached)</td>
</tr>
<tr>
<td>Student</td>
<td>500</td>
<td>100</td>
<td>-</td>
<td>100</td>
<td>1.</td>
</tr>
<tr>
<td>Family</td>
<td>800</td>
<td>500</td>
<td>-</td>
<td>100</td>
<td>2.</td>
</tr>
<tr>
<td>Life Time</td>
<td></td>
<td></td>
<td>One Time 5000 Rupees only</td>
<td>3.</td>
<td></td>
</tr>
<tr>
<td>DHA Employee</td>
<td></td>
<td></td>
<td>-</td>
<td>100</td>
<td>4.</td>
</tr>
<tr>
<td>Temporary</td>
<td>1000</td>
<td></td>
<td>300</td>
<td>-</td>
<td>5.</td>
</tr>
<tr>
<td>DHA Rented cases</td>
<td>1500</td>
<td>500</td>
<td>-</td>
<td>100</td>
<td>6.</td>
</tr>
</tbody>
</table>

(Please fill in CAPITAL letters)

Full Name (Mr. /Miss): _____________________ Father / Husband’s Name: ___________________
Category of Members: ___________________ DOB: __________________
Education: __________________ Institute: __________________
Applicant’s Contact No.: ______________ Father / Husband’s Contact No.: ______________
Occupation: __________________ CNIC No.: __________________
Present Address: ______________________________________________________
Permanent Address: _____________________________________________________
E-mail: _______________________________

I hereby apply for membership of the Defence Public Library, DHA, Lahore. I have read and agreed to observe the lib rules. I will pay the replacement value of any book issued to me which is lost or damaged by me.

Date: __________________ Sign of Applicant: __________________

RECOMMENDED / NOT RECOMMENDED

Date: __________________ Librarian: __________________

APPROVED / NOT APPROVED

Date: __________________ OIC Defence Public Library: __________________
✓ No entry w/o valid Library Membership card.
✓ Expired cards be renewed w/o delay.
✓ **No Co sitting.** Male and Female members are to sit in respective study halls/rooms.
✓ Show your bags/objects for inspection on demand of gate keeper/Library staff.
✓ The library staff is not responsible for personal items which are lost, stolen or damaged in library premises.
✓ Enter ‘Check in’ Time and ‘Check out’ time in IN/OUT register while entering/leaving the library.
✓ Eatables and coffee/tea etc. be consumed in Café.
✓ Smoking is not allowed inside Library.
✓ Leave personal bags/belongings at designated places of Library.
✓ Guests/relatives of Library members are not allowed inside Library.
✓ Misbehavior with Library Staff will tantamount to withdrawal of membership.

**Dress:**

- **Male Members**
  - Clothing – Lounge Suit, Safari Suit, Pant Shirt, Shalwar Kameez
  - Shoes – Shoes, Sandals or Joggers but no Chappal or Sleepers.
- **Female Members**
  - Clothing – Shalwar Kameez, Kurta/FullSleeve T-Shirt with Trouser
  - Shoes – Shoes, Sandals or Joggers but no Chappal or Sleepers.

**Library Timings:**
- Library Timings are 9:00 AM to 9:00 PM Monday to Sunday
- Reception and internet section timings are 9:00 AM to 5:00 PM.
- Lunch Break 01:00 PM – 02:00 PM, Friday 12:30 PM – 01:00 PM.

✓ No Mobile phone calls or making noises inside Library.
✓ Park your Cars/MCs/Cycles in parking area at own responsibility.
✓ Damage to Library equipment/facilities will be charged.
✓ Members are not allowed to take newspapers, journals and magazines away from prescribed area. Please read and return newspapers, magazines to their places.
✓ Confine your reading and studies to your designated places. Do not disturb other members.
✓ Library is meant for studies and should not be used as business hub. Business activities or online professional services, while using library internet facility, is strictly not allowed.
✓ Political, religious or anti-state discussions leading to conflicts/brawls must be avoided.

**NOTE:** Any violation of rules will lead to cancellation of membership at any time.

**INTERNET SECTION RULES**

✓ Library computers are meant for studies and not for online business services.
✓ Internet section timings are 9:00 am to 5:00 pm.
✓ No noise or use of Mobile phones inside internet section.
✓ Library internet facility will not be used for immoral, illegal or anti-Pakistan activity.
✓ Watching movies, games and obscene material is not allowed.
✓ Use of computers is allowed free, only to members with valid library card.
✓ Use of internet by group of members is not allowed
✓ Members are not allowed to interfere with library computers settings.
✓ Members having outstanding fines/dues of library will be denied to use computer facility.
✓ Food and beverages are not permitted near the computers.

**LIBRARIAN**