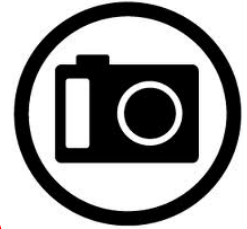


PLATINUM LIBRARY MEMBERSHIP (PLM) APPLICATION FORM



Affix Photo



English Language Teaching Centre
Kementerian Pendidikan Malaysia
Kompleks Pendidikan Nilai
Lebuhr Enstek, 71760 Bandar Enstek
NEGERI SEMBILAN
Tel : +606-7979106 (Counter)
Email : library@eltc.edu.my

Notes:

1. Applicants should submit a completed form with a passport size photo to the ELT Library
2. PLM (academic) loan is limited to 11 books, 1 juvenile, 1 big book and 2 CDs only.
3. PLM (non-academic) loan is limited to 5 books, 3 juvenile and 2 CDs only.
4. A processing fee of **RM1.00** is charged.

1. PARTICULARS OF APPLICANT	
<p>* Mandatory</p> <p>*Name :</p> <p>*NRIC :</p> <p>*Contact Nos : (HP) (H) (O)</p>	<p>*E-Mail :</p> <p>Gender : (M / F)</p> <p>Designation :</p> <p>Department :</p> <p>.....</p> <p>.....</p>
<p><i>I hereby declare that the particulars and information furnished in this form are true and that I have not willfully suppressed any material fact. I have read and agree to abide by the rules and regulations of the ELTC ELT Library. I further understand that my membership will be revoked if I fail to comply with the rules and regulations.</i></p> <p style="text-align: center;">.....</p> <p style="text-align: center;">Signature of applicant Date</p>	
2. ENDORSEMENT (for office use only)	
<p>Amount of processing fee collected : (RM1 per membership) Paid []</p> <p>Lost card replacement fine: (RM5 per replacement) Paid []</p> <p>.....</p> <p>Name & Signature of ELT Library Officer Date</p>	<p>Membership application: [] Approved [] Not Approved</p> <p>Remarks:</p> <p>.....</p>
3. ISSUANCE OF MEMBERSHIP (for office use only)	
<p>Date of Issue :</p> <p>Expiry Date :</p> <p>Name & Signature of Issuing Officer :</p>	<p style="text-align: right;">Card Number : </p>
4. TO BE COMPLETED UPON TERMINATION OF MEMBERSHIP (for office use only)	
<p>The patron, (name), (Card Number) has returned all library loans (No of loan items) in good/damaged* condition by (date) and has cleared the fines incurred.</p> <p style="text-align: right;">*Please delete accordingly</p> <p>.....</p> <p>Name & Signature of ELT Library Officer Date</p> <p style="text-align: right;"><i>please turn over</i></p>	

PLM MEMBERSHIP RENEWAL (1)

Membership will expire **10 days** before the expiry date for clearance purposes.

PLM Card No. : New expiry date :

Record Entered By : Date of issue :

Membership Card Collected By : (if applicable)

[] I confirm that my personal particulars are correct.

[] Please update my personal particulars as follows:

.....
.....

.....
Signature of applicant

.....
Date

PLM MEMBERSHIP RENEWAL (2)

Membership will expire **10 days** before the expiry date for clearance purposes.

PLM Card No. : New expiry date :

Record Entered By : Date of issue :

Membership Card Collected By : (if applicable)

[] I confirm that my personal particulars are correct.

[] Please update my personal particulars as follows:

.....
.....

.....
Signature of applicant

.....
Date

PLM MEMBERSHIP RENEWAL (3)

Membership will expire **10 days** before the expiry date for clearance purposes.

PLM Card No. : New expiry date :

Record Entered By : Date of issue :

Membership Card Collected By : (if applicable)

[] I confirm that my personal particulars are correct.

[] Please update my personal particulars as follows:

.....
.....

.....
Signature of applicant

.....
Date