

THE JAMSETJEE NESSERWANJEE PETIT INSTITUTE

312, Dr. D. N. Road, Fort, Mumbai – 400 001

Price Rs. 5/-

No. _____

**APPLICATION FORM FOR
LIFE & FIRST CLASS MEMBERSHIP**

Rates of Subscription

	Subscription (Rs.)	Deposit (Rs.)	Admission (Rs.)	Total (Rs.)
Life Membership (One-time payment)	10,000/-	NIL	500/-	10,500/-
First Class (For 2 Quarters)	500/-	500/-	500/-	1,500/-
Senior Citizens (For 1 Quarter)	180/-	360/-	300/-	840/-

**ENQUIRIES REGARDING APPLICATIONS SHOULD BE MADE
PERSONALLY AT THE INSTITUTE**

NOTE

1. Forms should be filled in applicant's own handwriting and in **BLOCK LETTERS ONLY**.
2. The application form must be accompanied by 2 photographs of the applicant as well as any two of the following as proof of identity and residence in Mumbai:

Passport / Voting Card / Aadhar Card / Electricity Bill / Driving License.

3. The member proposing an applicant must have completed at least three years of continuous membership. The Institute places considerable weight on the recommendation of the Proposer and hence the member proposing a new member is requested only to recommend an applicant whom he has known for two years as a responsible and respectable person and worthy of becoming a member of the Institute.
4. Persons below the age of 18 years at the time of submitting the application form, will not be enrolled as members, except as part of a Family Membership.
5. If any statement in regard to any matter or particular which the Secretary would consider to be relevant when processing this application is found to be false, the application will be rejected and if such false statement is discovered after the enrolment of the applicant his/her membership is liable to be terminated.

THE J. N. PETIT INSTITUTE

SOME EXTRACTS FROM THE RULES & REGULATIONS

- All Subscriptions are payable quarterly, in advance, at the Institute Office. Advance Subscriptions are accepted for the Financial Year Only i.e. 1st April to 31st March of the next year.
- Members admitted in the 2nd or the 3rd month of a quarter shall pay advance subscription for that quarter in full.
- All resignations are required to be given in writing and will take effect only from the end of the quarter during which received i.e. 31st March, 30th June, 30th September & 31st December. They must be duly acknowledged by the Institute Office.
- Three books and two periodicals are issued at a time to Life Members and First Class Members.
- All books are to be returned within 14 days and magazines and periodicals within 7 days. A late fee of Re. 1/- per day is levied on all books, magazines & periodicals retained without renewal beyond this period.
- Members must carry their Library Identity cards with them at all times, when visiting the library and produce the same on demand. The Identity card / Books issue cards must not be given to any other person, whether a member or otherwise.
- The Reading Room is open to all members from 7 a.m. to 8.30 p.m. daily including Sundays.
- Books etc. are issued to members at present from 9 a.m. to 6.30 p.m. from Mondays to Fridays and from 9 a.m. to 4 p.m. on Saturdays. Books etc. are not issued on Sundays and other Holidays.
- No bags, articles, receptacle or containers etc. will be allowed to be brought within the Library premises on the 1st floor of the building, but may be deposited at the owner's risk at the place provided adjacent to the entrance door from the landing.
- The Cash Department is open from 10 a.m. to 5 p.m. from Mondays to Fridays and from 10 a.m. to 2 p.m. on Saturdays. The Cash Department is closed on Sundays and other Holidays.

I AGREE TO PAY MY SUBSCRIPTION STRICTLY IN ADVANCE AS PROVIDED IN THE RULES AND TO PAY THE SAME REGULARLY AT THE INSTITUTE OFFICE, WITHOUT BEING REMINDED TO DO SO.

I also undertake to deposit Rs. _____ as a guarantee for any books, magazines or papers lost by me and for arrears of subscription due by me at the time I cease to be a member. This amount will not be claimed back by me as long as I am a member of the Institute and will only be refunded to me on my ceasing to be a member after deducting all sums due by me for books not returned or for arrears of subscription or any other sums due to the Institute.

I understand that, though the building of the Institute is generally well maintained and kept under good condition, having regard to its age may require structural or other repairs to be done from time to time to maintain it in a safe and tenable condition. Consequently the Management is likely to stop or regulate from time to time the use or occupation by members of various portions of the building without Notice and I undertake to co-operate and comply with the directions of the Management

whenever the same are issued by the latter and comply with all Notices put up by the Management from time to time in any parts of the building.

I shall at all times observe the decorum expected from a member of the Library and not enter into any quarrel or engage in any rude or obstructive behavior or converse loudly with fellow members or obstruct any work being done by the staff of the Institute.

I also undertake not to bring any eatables or beverages or other consumable items in any part of the Library Premises.

It is distinctly understood that no reservation of chairs or the surfaces of the tables will be permitted in the Reading Room and I will occupy only those chairs and sitting places which are available from time to time and each time I exit the Reading Room will remove all books / exercise books / stationery, other accoutrements and aids brought in for the purpose of my reading and writing work.

I shall always behave in a considerate and cooperative manner with those members of the Library who are using the Reading Room for perusal of books / newspapers and periodicals, as the Reading Room is primarily meant for them and it is only as a measure of indulgence that students have been provided with facilities to utilize the Reading Room for the purpose of their studies.

THE J. N. PETIT INSTITUTE

I have read the above Rules & Regulations of the Institute and have understood them. I agree and undertake to abide by and behave in accordance therewith at all times.

Yours faithfully,

Applicant's Signature

Mumbai _____ 20__

Please affix the photograph here and sign across it.	Membership No. : _____ Date : _____	Sr. No.: _____
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Mumbai _____ 20__

Dr. (Mrs.) P. V. Marolia
Honorary Secretary

The Jamsetjee Nesserwanjee Petit Institute, Mumbai

Madam/Sir,

Please enroll me as a Life / First Class Member of your Institute from 1st of _____
20___. My personal and relevant particulars are as under:

Name (in full) _____
(Surname) (First name) (Husband/Father's name)

Maiden Name: _____

Residential Address: _____

Nationality: _____ Age: _____

Date of Birth: _____ Place of Birth: _____

Occupation: _____

(Give designation, department and full office address)

Telephone No. _____ Mobile No.: _____

Email: _____

If Student, give Class, Name of School / College or Institute with full address :

If you have been a member earlier, the reason for discontinuance and the date of discontinuation :

(Signature)

To
Dr. (Mrs.) P. V. Marolia
Honorary Secretary
THE JAMSETJEE NESSERWANJEE PETIT INSTITUTE

Madam / Sir,

I **PROPOSE** Mr./Mrs /Miss _____

residing at _____

as a member of our Institute.

I have known the said Mr./Mrs. /Miss _____ for the past* _____ years and I know him/her as a responsible and respectable person.

I have been a Life/First Class member for the last* _____ years.

My Date of Enrollment : _____

Occupation: _____

(Give designation, department and full office address)

Residential Address _____

Telephone No. _____ Mobile No.: _____

Email: _____

Yours faithfully,

(Full name / Signature / Membership No. of Proposer)

(* Please write "Number of years" in words).

(FOR OFFICE USE ONLY)

Previous Record of Applicant if any :

Checked by : _____

Examined	Accepted	Remarks
Administrator	Hon. Secretary / Jt. Hon. Secretary	