

To,

The Librarian,

Bahria College Karsaz,

Majeed SRE, Karachi.

Subject: Issuance of books from lending library.

Respected Sir,

With due respect, I beg to state that, I am the student of your college in XI-C. I want to request you that, I need some books related to my class subjects for preparing notes.

So please issue me some books from lending library. Details of books is given below:

S.No.	Book Name	Author Name	Edition
1	Computer Book	Gul Shehzad Serwar	First
2	Physics Book	Gul Shehzad Serwar	First
3	English Book	D.Y. Morgan	First

I shall be very thankful to you for this act of kindness.

Dated: 1 September 2023

Yours Obediently

Anas Furqan