





# LIBRARY RULES



1. TALK SOFTLY IN RECEPTION AREA
2. WALK, DO NOT RUN AND DO NOT GO IN AND OUT OF THE LIBRARY REPEATEDLY
3. SIGNING INTO THE REGISTER WHILE TAKING ENTRY AND EXIT IS MANDATORY
4. DON'T CREATE DRAMA OR NOISY DISTURBANCE 
5. DON'T DO OBSCENE ACTIVITIES IN LIBRARY PREMISE IF FOUND GUILTY STRICT ACTION WILL BE TAKEN 
6. SILENT READING TIME MEANS SILENCE NO WHISPERING OR DISCUSSIONS ARE ALLOWED 
7. DON'T TAKE PHONE CALLS INSIDE THE LIBRARY
8. ALL FOOD/BEVERAGES CONSUMPTION IS TO BE DONE OUTSIDE THE LIBRARY
9. JOURNALS ARE ONLY FOR READING WITHIN THE LIBRARY AND NOT TO BE TAKEN OUT FROM THE LIBRARY PREMISE 
10. MARKING, UNDERLINING AND WRITING ON LIBRARY JOURNALS OR ON THE LIBRARY FURNITURE ARE STRICTLY FORBIDDEN
11. AFTER READING, MAKE SURE THAT THE JOURNALS ARE KEPT BACK TO THEIR RESPECTIVE PLACES.
12. DO RENEW ON TIME OR AFTER 3 DAYS YOU MAY LOOSE YOUR SEAT
13. PLEASE COME AND LEAVE YOUR SEAT ON TIME
14. PLEASE FOLLOW RULES WHEN ENTERING THE LIBRARY, OR YOU MAY ASKED TO LEAVE

Canary Study Zone Library

