Dear,

We do hope that you decide to join our fantastic library this month as we have just received our latest delivery of some of the most popular titles recently published. The price below is what you pay to buy these books in the shops – if you join the library you can borrow for ***free!***

|  |  |  |  |
| --- | --- | --- | --- |
| **Title Author Nationality Price €** | | | |
| **Harry Potter’s Cat**  **The Big Trip**  **Woody** | J.K. Rowling II  M. Peters  Keith Wood | English  U.S.  Irish | 101.99  3.99  19.99 |

This is just to let you know what information we maintain in relation to all library loan applications. The form will be sent to you separately. Cheque Visa Cash

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Library Loan Application*** | | | | | | | | |
| *Title* | *Description* | Author | | ISBN | Location  Code | **Chq** | **Visa** | **Cash** |
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|  |  |  | |  |  |  |  |  |
| **Total Number of Books:** | **Name of Contact** | | **Number of Contact** | | | | **Dept.** | |

To ensure that we have your correct telephone number, can you please confirm that your current number is

Yours sincerely,

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Mary Murphy

*Chief Executive*