

Application for Library Card

Date: _____

To,

The Librarian,
[Library Name]
[Library Address]

Dear Sir/Madam,

I am writing to apply for a library card for my child, [Child's Full Name], who is [Child's Age] years old. We are excited about the possibility of accessing a wide range of books and learning resources that the library offers.

Below are the details of my child:

- Name: [Child's Full Name]
- Age: [Child's Age]
- Grade/Class: [Child's Grade/Class]
- Guardian's Name: [Your Full Name]
- Contact Number: [Your Contact Number]
- Email Address: [Your Email Address]

I have attached a copy of [any required document, e.g., proof of residency or identification] for your reference.

Thank you for considering this application. We look forward to becoming active members of the library.

Sincerely,
[Your Full Name]