

Library Item Return Request

Date: [Insert Date]

To: [Librarian's Name]

[Library Name]

[Library Address]

Dear [Librarian's Name],

I hope this message finds you well. I am writing to request the return of the library item(s) listed below:

- Title: [Item Title]
- Author: [Item Author]
- ISBN: [Item ISBN]
- Borrower ID: [Your Borrower ID]
- Due Date: [Original Due Date]

I understand the importance of returning items on time and appreciate your assistance with this matter. If there are any fines incurred due to late return, please let me know.

Thank you for your attention to this request. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]