

## DOCUMENT SUPPLY SERVICE

*(Follow-up Form)*

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Dear Sir/ madam

Reference your order dated \_\_\_\_\_ for supply of following reprint(s):

In this connection please see the marked point below and respond to Sr. Information Officer PASTIC National Centre, Quaid-i-Azam University Campus, Islamabad:

- Please send Rs. \_\_\_\_\_ in advance in favour of PASTIC through money order / bank draft enabling us to process your order.
- Please send an amount of Rs. \_\_\_\_\_ as an adjustment to the advance of Rs. \_\_\_\_\_ provided by you earlier.
- An amount of Rs. \_\_\_\_\_ is being returned, as the above item could not be procured.
- Please furnish complete bibliographic details providing title of article as well as journal, name of author, year, volume, issue no. And page numbers.
- Please Check again as the detail(s) provided by you do not tally with our data record.
- Please contact our Sub-Centre in your area.

This is a system generated letter & does not require signature

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