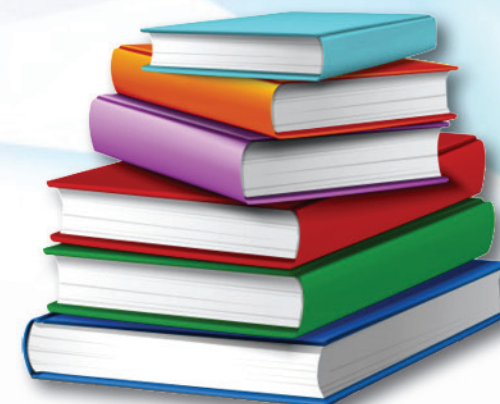


Library Rules

- ✦ Member will be responsible for the books issued to him/her.
- ✦ Any change in the corresponding address should be updated in their profile by member.
- ✦ In case of damage of book, 25% cost of book will be deducted from the security deposit and in case of loss of book, the cost of the book subject to a minimum of ₹100/- will be forfeited from the security deposit. No new book will be allowed to be issued to the member till the cost of the book is recovered.
- ✦ In case of damage or loss of book from a set, the cost of the entire set will be deducted from security deposit of the member.
- ✦ Books on loan shall be kept with them for one month; which may be renewed for a further period of one month, provided no other reader has applied for the book in the meantime.
- ✦ To avoid getting overdue reminders late and accumulating hefty fines, it is important that members read their emails regularly.
- ✦ Any book given on loan can be recalled and the loan terminated at any time at the discretion of the Director.
- ✦ Late fee will be charged ₹ 5/- per day thereafter which the member will have to pay at the time of renewal of membership; else it will be deducted from the Security Deposit in the event of termination of membership.
- ✦ Books are deemed to be on loan to borrowers until they are returned to the Library.
- ✦ Members have to check their library account online to see that all items returned are cleared from their account.
- ✦ Violation of any of the library rules can lead to cancellation of membership and the candidate may be debarred from using the library facilities.
- ✦ Library membership cannot be terminated within 1 year from date of membership taken.



भारतीय बीमा संस्थान
INSURANCE INSTITUTE OF INDIA



Knowledge Management Center

Address : Insurance Institute of India
G Block, Plot No. C-46,
Bandra-Kurla Complex,
Bandra (East),
Mumbai – 400 051.

Phone : 022-26544290 / 281 / 242 / 396

Email : library@iii.org.in

Website : www.insuranceinstituteofindia.com

Library Timings –

Monday to Friday –
10.00 am to 05.30 pm

Saturday –
10.00 am to 05.00 pm

**The Library will be closed on 2nd & 4th Saturdays,
Sundays and Public Holidays.**

Online Lending Library



Online Lending Library

Insurance Institute of India provides an online lending library (OLL) for its members, college students, research scholars and insurance professionals. It gives you the flexibility to take OLL Membership and order, renew and return books online as well as visit the library for referring to the books and other library material. We currently have more than 8000 books on Insurance, Management, Banking, Finance & Economics to choose from, with more books are being added periodically.

OLL Services

More than
8000 books to
choose from

Free home
delivery and
pick up of
books.

Books can be
kept for up to
one month.

Delivery
within 48
hours from
order.



OLL Membership Fees

Membership	Refundable Security Deposit (in ₹)	Annual Fees * (in ₹)	Issue Limit
Individual	2000.00	500.00	2 books
Institute / Academic	15000.00	5000.00	3 books
Corporate	25000.00	10000.00	4 books

* GST as applicable

