

AUTHORITY TO BIND PROJECT, THESIS OR DISSERTATION

Name of the Student	
Student Number	
Email address and mobile no.	
Degree enrolled	
School	
Department	
Supervisor(s)	1.
	2.
Academic Year and Semester	
Title of Project, Thesis or Dissertation	
I confirm that I have reviewed the Project/Thesis/Dissertation and hereby give my consent to have the thesis bound	
Supervisor (name and sign)	
Name-----	Signature-----
Date-----	
Finance:	
I confirm the above named has paid Kes..... being the amount chargeable for the binding of the project/thesis or dissertation.	
Mode of Payment: Cash [] Bank Deposit [] MPESA [] DEBITING [] (attach receipt/debit note)	
Payment Date:	Receipt Number:
Accountant's Name:	Accountant's Signature:
Official Stamp:	<div style="border: 1px solid black; width: 200px; height: 100px; margin: 0 auto;"></div>

Library:

I acknowledge receipt of the above-named project/thesis/dissertation for binding.

Number of copies..... Number of pages.....

Collection date.....

Name and sign

Date of receipt

Student:

I acknowledge receipt of the above-named bound project/thesis/dissertation.

Number of copies..... Number of pages.....

Collected by Sign

Date

Binding type	Document size	Charges in Ksh
Dissertations	All	700.00
Theses	All	500.00
Undergraduate projects	All	450.00
Tape binding	100 pages and below	50.00
Tape binding	More than 100 pages	70.00
Spiral binding	100 pages and below	100.00
Spiral binding	More than 100 pages	150.00
Full PVC binding for external customers	All	600.00
Flash binding	Below 48 pages	300.00
Minor repairs (page insertion)	5 pages and below	50.00
Minor repairs (page insertion without changing the cover)	More than 5 pages	500.00 for dissertations and 300.00 for theses