

館長	副館長	事務部長	情報サービス課長	専門員	閲覧第二係長	係員

Form 12-2

## Application for Permission to Take Photographs of Rare Books

Date (YYYY/MM/DD):

To: Chief Librarian of the Tohoku University Library

(Applicant)

Name: .....

Signature: .....

Affiliation: .....

Position: .....

Address: .....

Phone: .....

I would like to request permission to have the material photographed by professionals based on the information provided below.

### Notes

1. Purpose

.....

2. Name of materials

.....

3. Date/time of photographing

..... Arrange with the professional .....

4. Sponsor

(Affiliation/position) .....

(Name) .....

5. Any other remarks

### "Photographing by professionals"

Note: In general, the sponsor must be a professor, assistant professor, or a full-time instructor at Tohoku University. If the applicant holds a position that meets the sponsor requirement, number 4 is not necessary.

\* The seal of the applicant is not required in addition to the signature if the name (printed) and the seal of a faculty member of Tohoku University or a sponsor is affixed.

Note: If a separate application for permission to take/publish photographs or broadcast has already been submitted for the applicable rare book, this application is not necessary.