



## ASIAN READING ROOM

### Reader's Registration and Agreement to Comply with the Rules for Use of Rare Materials in the Library of Congress

#### Researcher Agrees to the following:

1. Check items not essential to research in a Library of Congress cloakroom in accordance with Reading Room regulations.
2. Sit at the designated tables for using rare materials.
3. Have clean hands.
4. Use only pencil when taking written notes.
5. Exercise the greatest possible care to prevent damage to items from the library's collections, make no marks on them, rest no object on nor take notes on top of Library materials.
6. Return rare materials to a staff member at the reference desk whenever leaving the room and remain in the Reading Room until a staff member has checked all returned items.
7. Observe any special handling condition indicated by the Reading Room staff.
8. Contact a librarian if you wish to request permission to make copies (photocopies, photographs, scanning, or digital images) or to order copies through Photoduplication Services.
9. If the researcher does not follow these rules, the Asian Division can deny the researcher access to its facilities and collections.

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Signature (Researcher)

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Signature of Librarian

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Printed Name

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Printed Name

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Date

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Date