**National Taiwan Normal University Collection of Historical School Artifacts Usage Application Form**

Date of application: (YYYY/MM/DD)

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| **Applicant Name** |  | **ID Number** | |  |
| **Department** |  | **Date acquired** | |  |
| **Contact** | Contact number:  Email: | | | |
| **Reason for application:**  **(subject matter and usage range)** |  | | | |
| **Information on usage:** | 1.  2.  3. | | | |
| **Proposed loan duration** | (YYYY/MM/DD) | | | |
| **Information to note** | 1. Historical school artifacts are treasured resources of the University. The borrower/borrowing unit must take responsibility for care of the borrowed item during the lending period, and return the item with no damage or alteration. If there is any damage, the borrower will be responsible for compensation. 2. During the lending process, if it is found that the collection item does not match the content of the application item, the Library has the right to cancel the lending of the collection item. 3. Historical school artifacts provided by the Library can only be used for the purposes stated in the application and cannot be used for commercial purposes; external circulation or use of the artifact for other purposes are prohibited. The borrower/borrowing organization shall be solely liable for any legal consequences arising from the illegal use of borrowed items.   □ **I have carefully read and agree to the National Taiwan Normal University Library Personal Information Collection Notice and Consent Form Note, as well as the information given above.**  **＿＿＿＿＿＿＿＿ (Signature)** | | | |
| **Borrower/Borrowing Unit**  (Signature and stamp) | Borrower/Borrowing Unit | | Unit Supervisor (leave blank if not applicable)  <Unit stamp> | |
| **Managing unit**  (Signature and stamp) | Handling officer | | Unit supervisor | |