**Requests for photocopies/scans/photographs from the NMBL**

To comply with the Copyright Regulations 1989 & 2003 regarding the supply by library staff of photocopies/scans/photographs of articles or parts of published works by library staff the following declaration must be signed.

Please supply me with a copy of:

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which is required by me for the purposes of non-commercial research or private study.

1. I declare that:

1. I have not previously been supplied with a copy of the same material by you or any other librarian;
2. I will not use the copy except for research *for a non-commercial purpose* or private study and will not supply a copy of it to any other person; and
3. to the best of my knowledge no other person with whom I work or study has made or intends to make, at or about the same time as this request, a request for substantially the same material for substantially the same purpose.

2. I understand that if the declaration is false in a material particular the copy supplied to me by you will be an infringing copy and that I shall be liable for infringement of copyright as if I had made the copy myself.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This must be the personal signature of the person making the request. A stamped or typewritten signature, or the signature of an agent, is NOT acceptable.