

Oseredok Ukrainian Cultural and Educational Centre
RESEARCHERS REGISTRATION FORM

Name: _____
Address: _____
Phone: _____ Fax: _____ Email: _____
Employer/Institution: _____

1. Description of Research Project

2. Category

Academic Government International organization Non-governmental organization
Press Private scholar Other

3. Purpose of the Research

Academic publication Non-academic publication Exhibition Media
Other

4. Research Center Rules

The Research Centre is open Monday to Friday, 10 am to 4 pm. All visitors must complete and sign this form. In addition, they must sign the visitors log book each day.

All visitors should provide a proof of vaccination.

The Research Centre has one computer terminal available for research purposes. Oseredok reserves the right to deny access to the computer terminal if usage is deemed to be of non-research nature.

Food and beverages are not permitted in the Research Centre.

Researchers do not have access to the Archives and Museum Repository as well as the Library shelving area.

Archival material is highly fragile and vulnerable to improper handling. To minimize any damage, original documents must remain on the desk and separate from researcher's notes. Documents **must not** be marked, rearranged, removed from their covers, or taken out of the research room. Please return files to their proper sequence in each box and make sure not to mix records from different boxes because it is vital that records remain in their proper boxes. In addition, leaving numerous files spread out on the tables is not permitted.

Gloves are necessary for handling archival materials, rare books, objects or photographs in order to protect the materials from the oils and other residues left by hands. Oseredok will provide gloves if they are required.

Ink, marker pens, and post-it-notes may not be used as they can damage the records. Oseredok will provide paper and pencils that should be used in the Research Centre.

Making copies: Only digital cameras are allowed to make copies of documents.

Scanning or photocopying of materials is not allowed.

Oseredok does not perform research on behalf of patrons. If a visitor can not physically visit Oseredok's Research Centre, hiring someone to help with your research can be a great option for remote access. Consider hiring a local graduate student or ask a friend living near Oseredok.

Any use of Copyright protected works beyond that allowed by fair use requires the written permission by the copyright owners. Researchers must make their own assessment of rights in light of their intended use. Oseredok reserves the right not to provide archival material on request if, in its judgment, fulfillment of the request would involve violation of copyright laws.

Please be advised that the publication or republication of any materials provided by Oseredok is strictly prohibited without the express prior consent of Oseredok.

6. Acknowledgement

I have read and agree to abide by the rules for using the Oseredok Research Centre, and archival, museum and library materials. I am aware that infringement of Oseredok Research Centre rules may result in my being excluded from using the Research Centre.

I shall acknowledge the use of the Oseredok's materials in any publication which may result from my research through correct citation of sources. I shall provide Oseredok with a copy, free of charge, of any publication resulting from my use of Oseredok materials.

I am responsible for obtaining the permission of copyright owners where required by law, if I wish to make further reproductions of documents.

Signature _____

Date _____