



CONDITIONS OF ACCESS TO ARCHIVES

1. That all research on records held in the archives of the University of Sydney be carried out under the direct control and supervision of the University Archivists.
2. That records made available for research not be interfered with in any way, or have notations made thereon.
3. That no reprographic or photographic copies of records be made without specific permission being given. The written permission of the Manager, Archives and Records Management Services must be obtained before any reproductions are given away or sold. Any copying will be subject to the *Copyright Act 1968* and the physical condition of the record.
4. That no publication of the Archives of the University, or extracts there from, shall be undertaken without the written permission of the University. Approved publication of material in the University's Archives must acknowledge the University as the source for any quotations or extracts.
5. Non-sensitive personal¹ information must not be disclosed otherwise than in accordance with the stated purpose of the research.
6. Sensitive personal information must not be disclosed in a manner that identifies an individual without that individual's consent or the consent of the closest survivor.

Name of applicant:.....
Address:.....Post code:.....
Phone:..... Fax:..... E-mail:.....
Occupation:.....
Institution/Employer.....
Purpose of research:.....
.....
Title of project:.....

I have read the conditions set out above and I agree to observe them in full and in consideration of the University of Sydney agreeing to grant me access to the Archives of the University, I undertake to comply in all respects with the said conditions and I hereby agree to hold the University of Sydney harmless and to indemnify it against all actions, claims, demands or liability of whatsoever kind resulting from the granting of access by it herein.

Dated the.....day of.....Year.....
Signed.....
In the presence of:.....

Privacy statement: *this information is collected for statistical and verification purposes only. No personal information supplied on this form will be given to any other party without your permission.*

T J Robinson
 Manager, Archives & Records Management Services

¹ As defined in Section 19(1) of *NSW Privacy and Personal Information Protection Act 1998* and as Section 6 of *Health Records and Information Privacy Act 2002*. Please ask Archives staff for details.