

<b>STAFF USE ONLY</b>	
ID OK:	<input type="checkbox"/> Yes
Interviewed by:	_____
Date:	_____

Desk # \_\_\_\_\_

**Serial & Government Publications Division  
Newspaper & Current Periodical Room  
*Comic Book Request***

The comic book collection is available to researchers who are doing research leading to a publication (article, book, thesis or dissertation); radio, film, or television production; a public performance; or database compilation. Comic book collectors may also use our collection for comparative purposes. Due to the fragile condition of the collection, we regret that comic books may not be used for purely personal study or appreciation.

*Conditions for use:*

- If a facsimile (microfilm or digital) is available for any original material, it will be served in place of the original material unless the nature of the research requires exclusive use of the physical artifact and permission is given by the supervisor in charge or duty officer.
- Use vault material separately from other collection material you use in the Reading Room.
- Handle the material only at assigned places and return items to a staff member at the Circulation Desk whenever leaving the room. You must remain in the reading room until a staff member has checked all returned items.
- Staff reserves the right to restrict use if condition of the material warrants it.
- Return all material to the Circulation Desk by 7:45 pm Monday, Wednesday, and Thursday; by 4:30 pm Tuesday, Friday, and Saturday.
- Use all material at the desks with slanted desk tops in the Reading Room.
- Take notes in pencil and do not use material as a backing for note taking.
- Self-service photocopying of original material is strictly prohibited, but scanning is permitted by prior approval of the supervisor in charge or duty officer based on condition of material.

Twenty comic book issues can be viewed at a time at one of the desks numbered 101-109.

NAME \_\_\_\_\_

READER CARD # \_\_\_\_\_

Institutional Affiliation (if any): \_\_\_\_\_ Email: \_\_\_\_\_

Subject of Research:  
\_\_\_\_\_

Purpose of Research:  
\_\_\_\_\_

*I accept the conditions for use specified above.*

\_\_\_\_\_  
*Signature*

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