

STAFF USE ONLY

ID OK: Yes

Interviewed by: _____

Date: _____

DESK #: _____

**Library of Congress
Serial & Government Publications Division
Newspaper & Current Periodical Room
*Vault Newspaper Request***

Newspapers located in the SER vault include:

**Bound US newspapers 1826 and older
Bound US newspapers 1861-1865**

**ANY newspaper published before 1801
Historic Event Newspaper Collection items**

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.**

Two (2) bound volumes can be viewed at a time at one of the desks numbered 101-109.

NAME _____

READER CARD # _____

I accept the conditions for use specified above.

Signature

TITLE	DATES	CONTR. #	RETURN <i>(staff only)</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PUBLIC NOTICE: "Any person who shall steal, wrongfully deface, injure, mutilate, tear, or destroy any book, pamphlet, or manuscript, or any portion thereof, belonging to the Library of Congress, or to any Public Library in the District of Columbia, whether the property of the United States or of the District of Columbia, or of any individual or corporation in said District, or who shall steal, wrongfully deface, injure, mutilate, tear or destroy any book, pamphlet, document, manuscript, print, engraving, medal, newspaper, or work of art, the property of the United States, shall be held guilty of a misdemeanor, and, on conviction thereof, shall, when the offense is not otherwise punishable by some statute of the United States, be punished by a fine of not less than ten dollars nor more than one thousand dollars, and by imprisonment for not less than one month or more than one year, or both, for every such offense." Section 22-3106, District of Columbia Code (1961).