

MUSEUM OF MEĐIMURJE

TRG REPUBLIKE 5

ČAKOVEC

Registration number: \_\_\_\_\_

## REQUEST

### for Access to Museum Objects and Documentation

#### I) PERSONAL INFORMATION / LEGAL PERSON INFORMATION

Name and surname: \_\_\_\_\_

Place and year of birth: \_\_\_\_\_

Occupation / profession: \_\_\_\_\_

ID number and place where it was issued: \_\_\_\_\_

Passport number and state where it was issued (for foreign users): \_\_\_\_\_

Permanent address and phone number:

\_\_\_\_\_

Temporary address and phone number:

\_\_\_\_\_

Name of the institution / association / corporation at which the user is working:

\_\_\_\_\_

#### II) MUSEUM OBJECTS AND DOCUMENTATION (department, collection, object / documentation):

\_\_\_\_\_

\_\_\_\_\_

#### III) PURPOSE FOR REQUESTING ACCESS TO MUSEUM OBJECTS AND DOCUMENTATION:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- 1) Museum objects and documentation are usually provided to the user in form of copies and recordings.
- 2) In case no copies or recordings are available, the museum has the obligation to make copies and/or recordings of requested objects and documentation at the user's request, formerly approved by the museum director. All the expenses are met by the user.
- 3) Users can access museum objects and documentation only at the museum.
- 4) Permission to access museum objects and documentation is granted by the museum director straight away if possible. If not, the permission is granted within 15 days from the date of request submission.
- 5) A granted request applies only to the user who submitted the request.
- 6) When referring to requested museum objects or documentation in publications and scientific papers, the user is under obligation to clearly state the source and information about their owner, namely Museum of Međimurje.
- 7) For publishing works relating to requested museum objects or documentation, the user is under obligation to ask for a special, written permission granted by the museum director and to present the museum with a copy of a publication in which the museum objects or documentation have been mentioned.

For any damage or rights violation caused by careless handling of museum objects or documentation, the person held accountable is the user who was granted their request, according to the law.

In Čakovec, \_\_\_\_\_

USER:

(With my signature I confirm that I am familiar with the terms and conditions of gaining access to museum objects and documentation.)

\_\_\_\_\_

Museum director:

\_\_\_\_\_