

**HUNGARIAN NATURAL HISTORY MUSEUM**  
1088 Budapest, Baross u.13.

*ikt. szám*.....

**RESEARCH PERMIT FORM**  
(SCIENTIFIC COLLECTIONS)

Name:

Identification card/passport no.:

Place of employment:

Contact (email, phone):

Department and collection to be visited:

Host (name of the curator):

Proposed time of visit:

Goal and nature of study (scientific/commercial, methods):

Material to be studied (be as specific as possible):

Type specimens included (yes/no):

Equipment requested:

Photography of specimens for research use only (yes/no):

Scanning/copying of printed matter, archived material (yes/no):

Invasive sampling (yes/no, methods):

By signing the document I hereby accept the below Terms and Conditions:

.....  
Place and Date

.....  
Signature

Remarks and special conditions applied (if any):

Access provided and supervised:

.....  
Place and Date

.....  
Host

Permission granted:

.....  
Place and Date

.....  
Head of Department

## **Terms and Conditions**

- I understand that visiting researchers are only allowed to work in the collection under the supervision of a HNHM staff member.
- I understand that in any respective publication it is compulsory to make reference to the collections of the HNHM with special attention to proprietorship and any particular registration number.
- I hereby undertake that one copy of a periodical publication (with the exception of book series) shall be deposited in the library of the collection.
- I understand that any publication of compiled data based on the collection material of the HNHM, be that a digital or paper based databank, book or book series, for commercial purpose, is only allowed with the prior permission from the Director General.
- I understand that digital images of any collection material including documents may be taken for research use only. Photographs of type material along with the metadata of the item recorded in a given format shall be transferred to the responsible staff member to be deposited in the Archives of the Central Library of HNHM. (In case of other collection items the curator may decide whether to retain a copy of the digital images and their metadata or not.)
- Permission granted by the present agreement allows the use of the respective materials for publication purposes free of charge. However, upload and distribution of the images via any open access websites including social media is not permitted without prior written permission of the General Director of HNHM.
- Photography of museum specimens in any form for commercial purposes is not permitted without prior written permission from the Director General.
- I agree that in case of considerable contribution from a museum employee, co-authorship shall be discussed on resulting publications.
- I understand that in case of invasive sampling upon permission, a description of the sampling protocol is required.
- I understand that specimens and labels may not be altered in any way unless authorised by the responsible staff member.