

Request for Access

Stiftung
Museum Schloss Moyland
Sammlung van der Grinten
Joseph Beuys Archiv
des Landes Nordrhein-Westfalen

Please print letters

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| | | |
|---|---|---|
| Surname, First Name: | | Date: |
| Street, House Number: | | optional information: |
| Postcode, City, Country: | | Occupation: |
| Surname, first name and address, if applying on behalf of a third person: | | Nationality: |
| | | Phone, Email: |
| Intended use (topic of work, duration): | | |
| Intended Use, please mark as appropriate: | | |
| <input type="checkbox"/> official | <input type="checkbox"/> Habilitation | <input type="checkbox"/> Monograph |
| <input type="checkbox"/> academic | <input type="checkbox"/> Doctoral dissertation | <input type="checkbox"/> Essay |
| <input type="checkbox"/> commercial | <input type="checkbox"/> Masters/diploma thesis | <input type="checkbox"/> Media publication |
| <input type="checkbox"/> private | <input type="checkbox"/> other academic paper | <input type="checkbox"/> Exhibition |
| | <input type="checkbox"/> School project | <input type="checkbox"/> Lecture / Teaching |
| If applying for access to archive materials with usage restrictions: Specific statement of the research objective, stage of the project, and rationale why access to restricted archive materials is necessary: | | |
| <p>1. I request permission to access the finding aids, tools and archive materials necessary for work on my specified topic.</p> <p>2. I have worked in the Joseph Beuys Archive before. <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>3. I agree that my name and address may be shared with other users with similar projects. <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>4. Please send me periodic information on the Museum's exhibitions and events. <input type="checkbox"/> yes <input type="checkbox"/> no</p> | | |

Declaration of Commitment

1. The Terms of Use of the Joseph Beuys Archive and the Museum library are based in part on the provisions of the archive laws of North Rhine-Westphalia (ArchivG NRW in their current version). I have acknowledged the ArchivG NRW and the Terms of Use. I am aware that a violation against these can result in a revocation of the permission to use the Archive and Library.
2. Under the Terms of Use of the Joseph Beuys Archive and the Museum library, I undertake to provide two copies of each publication or other reproduction of work for which materials of the Joseph Beuys Archive were used to the Archive immediately upon release, unprompted and free of charge.
3. I undertake to treat the archive materials carefully, according to the paragraphs in section A § 2 of the Terms of Use.
4. I am aware that passing on reproductions of archive materials to third parties is only permitted with the consent of the Joseph Beuys Archive. I undertake not to use reproductions of archive materials for private purposes, when using the Archive in the name and on behalf of a principal.
5. I am aware that copyrights and personal rights as well as legitimate concerns of third parties may be affected by my use of materials of the Joseph Beuys Archive. I have been expressly notified that the right of citation under copyright law does not apply in the case of letters in the Joseph Beuys Archive that have not yet been published (section C, § 1 paragraph 6). Moreover, I have been made aware that personal rights of deceased persons are to be observed even after death (section C, § 1 paragraph 7). I undertake to observe copyrights and personal rights and acknowledge that I am personally liable for any violations of such rights, according to section E § 3 of the Terms of Use effective as of 1 August 2012. I release the Joseph Beuys Archive from liability in the case of violations.

(Place, Date)

(Signature)

(To be completed by Archive staff)

- The request has been approved.
- The request has been conditionally approved. The request has been granted with the following additional stipulations (attached).
- The request has been denied. Grounds for denial: (attached)

(Date)

(Signature of the Archive management)

Data Privacy Statement

We process your personal data under the following categories of data:

- name
- address
- country
- voluntary contact data (profession, nationality, telephone number, e-mail address)

You have voluntarily given us data about yourself and we process these data on the basis of your consent for the following purposes:

- request for access for scientific research

The data, which you have already provided, apart from the voluntary data, are required for approval of the request for access. Without these data we cannot approve the application.

We store the data for 5 years, unless you wish us to erase them prematurely.

We transfer your data to users of the Joseph Beuys Archive with the same or similar research projects and where applicable, also to persons outside the EU only with your express agreement. If you do not want this, please enter a cross in the appropriate box on the request for access.

The adequate level of protection arises from an adequacy decision of the European Commission in accordance with Article 45 GDPR.

By signing the request for access you confirm that you have taken cognisance of this data privacy statement.

Our Data Protection Officer can be contacted on:
datenschutzbeauftragte@moyland.de