

For official use only
 Name:
 Confirmed visit date(s):

Study room application form

Please complete as fully as possible. Sections coloured blue should be left blank for official use.

Name:
Permanent address: Address in UK (if different):
Contact telephone number:
<i>The information you provide will be handled in accordance with the British Museum Privacy Policy.</i>

Are you under 18?	Yes		No	
If yes, you must be accompanied by an adult who is over 18.				
Name and contact details of accompanying adult:				
Permanent address: Address in UK (if different):				
Contact telephone number:				
<i>The information you provide will be handled in accordance with the British Museum Privacy Policy.</i>				

Preferred date/dates for visit:
<i>Some of our Study rooms are busier than others. We recommend that you contact us at least four weeks before the date you wish to visit, otherwise it may be difficult to accommodate your request. Please indicate if you are planning an extended period of study which may require multiple visits. We strongly advise that you do not make special travel arrangements until we have confirmed the dates of your visit.</i>

Reason for accessing the collection:
<i>You may be asked to provide a letter of introduction from an academic institution if your research includes the study of very fragile, valuable, or culturally sensitive items, or if your research involves a large volume of material.</i>

Have you visited study rooms at the British Museum before?	Yes		No	
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<u>For completion upon arrival at Study room</u>	
<i>I have read the study room regulations, and undertake to observe them. Where photography is permitted, any photographs taken will be for personal study only.</i>	
Signature:	Date:

Authorised by:	Date:
Supervised by:	Date:
I.D. checked:	

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Supporting archive material requested for study

Information about the British Museum archival collection may be obtained by contacting the archives team:

Email: archive@britishmuseum.org

Phone: (020) 7323 8224

Please note that the number of items you are able to study may be limited due to space considerations and for security purposes.

Description	<i>For official use only</i>			
	Location	Date issued	Date returned	Comments
Total number:				

Supporting library books requested for study

The Museum's library holdings can be searched via the [British Museum Library Catalogue](#). If you would like more information, please contact the library team at library@britishmuseum.org.

Please note that the number of items you are able to study may be limited due to space considerations and for security purposes.

Title	Item number	<i>For official use only</i>			
		Location	Date issued	Date returned	Comments
Total number:					

Once you have completed this form, save it – including your surname in the file name – and email it to the relevant [British Museum study room](#). Someone will then get in touch with you to confirm your Study room appointment and discuss your requirements further. When completing this form on an Apple device, please save it as a PDF document if you are able to do so.