



Rules for taking photographs with your own camera for private use at the Centre for Orientalia and Judaica

- a. **Taking photographs with your own camera is allowed if prior permission has been granted by staff from Oriental and Judaica Collections.**
- b. Before starting the user must fill in the form on this page and deliver it to the centre staff.
- c. Photographs must only be taken at the assigned location.
- d. During photographing the user must follow the general direction for handling of materials (use of gloves, book cradles etc.), which have been given when the material was delivered. Any stipulations regarding the material must be respected. Materials on the open shelves must also be treated with care when it is photographed.
- e. It is not permitted to use flash or a stand or create noise while photographing.
- f. The library personal is authorized to stop or forbid the taking of photographs with reference to other users' need for quiet, the condition of the material, security or other considerations.
- g. **The taking of photographs is only permitted if they are for private use.** Taking photographs for other uses must be done by the Royal Library's photographic studio.

Material(s) to be photographed: _____

User's name (in block letters):

Date: 2009 - - (until 2009 - -)

User's signature:.....

Authorized by OJC (sign.):