

Staff Copy Scan Direct Copyright Declaration Form
First check the library catalogue (NUsearch) for availability

Name:

Library card number:

Please indicate your preferred delivery method:

SCAN – Email address

OR

POST – If you request a photocopy to be posted, please ensure you include your chosen address. If not, the address on your library record will be used.

Charge for each copy is £2.50+VAT (£3) for Scan and £4.00+VAT (£4.80) for Post

Please delete as appropriate:

- **Cheque enclosed payable to the University of Nottingham**
 - **Debit/Credit card – Please contact the Library Helpline on 0115 9516393**
-

Journal/book title:

Author:

Article/chapter title:

Year: Volume: Part/Chapter: Pages: Classmark:

Copyright Declaration to the Librarian, Information Services, University of Nottingham

1. I hereby request you to supply me with a copy of the item specified above.
2. I have not previously been supplied with a copy of the same material by you or by any other librarian.
3. I will not use the copy except for research for a non-commercial purpose or for private study which is neither directly or indirectly for a commercial purpose, and will not supply a copy of it to any other person.
4. To the best of my knowledge, no other person with whom I work or study has made, or intends to make at about the same time as this request, a request for substantially the same material for substantially the same purpose.
5. If this item was delivered by an electronic method (which includes facsimile transmission), I will retain only a single paper copy and destroy any electronic copies after printing.
6. I understand that if this declaration is false in a material particular, the copy supplied to me by you will be an infringing copy and that I shall be liable to infringement of copyright as if I had made the copy myself.

Signature : _____ Date: _____