



REQUEST FOR ACCESS TO COLLECTIONS

The Museum of Art and Archaeology (MAA) at the University of Missouri makes every effort to facilitate qualified research endeavors. Completion of this form, however, does not guarantee access to collections objects, staff, research material, and/or equipment. We request a minimum two-week notice to review your request, and, if approved, appropriately plan for your visit and ensure our staff is available to assist. Appointments to access collection objects can be scheduled from 9 am to 4 pm, Monday through Friday.

Your Name:

Institutional Affiliation (if applicable):

Street Address:

City:

State/Prov.:

Zip Code:

Country:

Phone:

Email:

Proposed Date of Arrival:

Proposed Date of Departure:

Purpose and Nature of Research (please be specific and include any equipment requirements):

Accession Numbers for Requested Objects

Will this research culminate in a publication and/or unpublished research paper? YES NO

If "yes," please send one copy to:

Registrar, Museum of Art and Archaeology
University of Missouri
520 S. 9th St.
Room 1, Ellis Library
Columbia, MO 65211

If you intend on using images of MAA objects/artwork in this publication, please contact the museum Registrar at s.thomson@missouri.edu.

Will this research be published online? YES NO

If "yes," please provide a web address (or forward a web address at your earliest convenience).

Permission to access collection objects is granted on the condition that researchers respect the integrity and importance of the objects to the Museum of Art & Archaeology and do everything in their power to keep the objects safe, clean, and intact.

- No food or drink is permitted in the research area.
- Only pencils are allowed for writing.
- Objects will be handled exclusively by MAA staff trained in collection object handling.
- A MAA staff member must be present at all times while inside secured storage areas.
- MAA staff reserve the right to restrict bags and equipment taken into the research area.
- This document will become a permanent part of the Museum's records and may be made available to future researchers.
- No sampling or other modification of objects is allowed without additional approval.

I have read and agree to the guidelines listed above.

Signature: _____

Date: _____

OFFICE USE ONLY	
Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Reason:	
Registrar: _____	Date: _____
Curator: _____	Date: _____
Director (as needed): _____	Date: _____