



To ensure the accessibility, security and preservation of records, the University Archives has established regulations for the reading room. All researchers must agree to comply with the regulations prior to using archival materials. Failure to follow the regulations will result in limitation or loss of reading room access and services.

Researchers must complete this form and present a valid ID to access archival materials. The registration process is required only once; researchers may simply sign in on subsequent visits. Information gathered on this form is used by the University Archives to document use of archival materials and maintain a record reference requests so we can contact you if more information becomes available.

## Researcher Contact Information

Last name: \_\_\_\_\_ First Name: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Phone number: \_\_\_\_\_  Cell  Work  Home

For University Archives Use	Patron's preferred contact method: <input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Postal Mail
TxState ID:	<input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Retired <input type="checkbox"/> Undergraduate Student <input type="checkbox"/> Graduate Student
Other ID:	<input type="checkbox"/> Alumnus <input type="checkbox"/> Related to Alumnus <input type="checkbox"/> Other:
Research interest:	

I have received a copy of the Reading Room **Access and Use Regulations** and understand that I must comply with said requirements to access the reading room and use archival materials.

\_\_\_\_\_  
Patron Signature

\_\_\_\_\_  
Date