MEMORIAL UNIVERSITY OF NEWFOUNDLAND
FOLKLORE AND LANGUAGE ARCHIVE
USER AGREEMENT

As a user of the Memorial University of Newfoundland Folklore and Language Archive (MUNFLA), I understand that the requested materials are for research and private study only. If I wish to publish the material, copyright law requires that I obtain permission to do so from the collector. I also understand that MUNFLA may reserve the right to restrict access to collections and to copy materials.

Please describe fully the kind of material or the specific items you would like to use.

What use do you plan to make of this material? Are you writing a book, article, dissertation, term paper? Are you a teacher who would like material for a lecture or classroom demonstration? Please be as specific as possible.

I agree to:
- take full responsibility for any use I make of material that I obtain from MUNFLA.
- abide by and respect all provincial and federal laws related to intellectual property rights, copyright, and privacy of individuals and to use archival material in a manner consistent with those laws.
- respect restrictions placed on collections by donors and MUNFLA, and guidelines governing Memorial University as stipulated by the Tri-Council Policy Statement of Ethical Conduct for Research Involving Humans (http://www.pre.ethics.gc.ca/eng/policy-politique/initiatives/tcp2-epct2/Default/).
- strive to use these materials in a manner appropriate to the values of the community from which they originated and will therefore ensure that they are not misquoted, mishandled, or misused.
- credit the field researcher who collected these materials, the depositor who donated the collections and, where appropriate, the informant, artist, or creator who has released this information.
- protect the anonymity of the donor, collector, informant, and other individuals involved in collections where anonymity is requested or where materials are sensitive.
- make every effort, where appropriate, to contact informants, collectors/donors, or next of kin for permission to publish or reproduce materials for public dissemination (this includes print, electronic, and audiovisual formats, and applies to museum displays and public performances/interpretations as recognized under copyright guidelines).
- cite the Memorial University of Newfoundland Folklore and Language Archive as the source for these materials in all presentations and publications in an appropriate manner (http://www.mun.ca/folklore/research/munfla/guidelines.php).
- provide MUNFLA with one copy of any publication I produce that uses materials obtained from the Archive.
- bear all costs for duplication in connection with my request (http://www.mun.ca/folklore/research/munfla/fees.php).

Researcher’s Name (please print):

Researcher’s Permanent Address, Telephone Number and E-Mail Address:

MUN Student Number:

MUN Course Number /Name/Instructor:

Researcher’s Signature: Date:

Archivist’s Signature: Date:

(This document replaces the Memorial University of Newfoundland Folklore and Language Archive (MUNFLA) Use Agreement for Archival Materials Tier I/Academic and Tier II/Public effective March 2009. Revised October 2017.)