

## Application for Usage Permit

Please complete the items inside the bold lines.

Date

Application status	New/reissue/renewal		
Reason for reissue	Lost/change of address/telephone number/ other (            )		
Name (in katakana)			
Name			
Address			
Telephone number		Sex	Male/Female
Company/School		Year	(e.g. the 2 <sup>nd</sup> year)
Telephone number			
User category Please circle the number(s) which apply to you.	1. Resident of Kami City   2. Resident of other than Kami 3. Other university faculty   4. Other university student 5. High school, junior high or elementary school student 6. Company employee   7. KUT alumnus   8. Researcher 9. Family of KUT faculty / staff   10 KUT auditing student		

### Rules for library use

1. It is prohibited to chat, talk on cell phones, smoke, eat or drink inside the library.
2. Please handle library materials and equipment with care. Never scribble notes on documents or take clippings from materials.
3. Those who borrow documents must take full responsibility for them and may not lend them to third parties.
4. In the case of damage or loss, the borrower may have to pay compensation in kind or payment of the actual value of the material.
5. If you fail to return borrowed material by the end of the loan period, your borrowing privileges will be suspended.

### Regarding handling of personal information

1. The personal information that you provide in this form will only be used for library service operations; we will never offer it or pass it on to a third party.
2. All personal information related to expired usage permits will be erased. However, that personal information will be kept until all related loan periods are over.

Signature \_\_\_\_\_

(For library use)