

成功大學社團單位外借醫分館視聽資料申請表

NCKU Medical Library Media Material Request Form for Club Activity

申請日期 Application Date : ____年 yyyy__月 mm__日 dd

申請單位： Department	申請人 Applicant： (識別證號/學號：) NCKU ID
活動名稱： Event Title	資料使用日期： Date Needed
<p>申請借用資料 Materials：</p> <p>1.名稱：_____ 館藏登錄號：_____ Title Accession No.</p> <p>2.名稱：_____ 館藏登錄號：_____ Title Accession No.</p>	
<p>注意事項 Notes：</p> <p>1. 社團單位外借資料需指派申請人填具本表送交醫分館，經同意後由申請人憑證或依本館圖書委託代借規定辦理借閱手續。 The applicant must submit this form to Medical Library personally. After approved by the library, applicant is able to conduct the application procedures by presenting valid ID or abiding by the library regulations.</p> <p>2. 每次限借閱三件，活動前一天始可外借，借期三天，不得續借。 Users can borrow up to 3 items for 3 days each time. Reservation can be made one day ahead the event date. There is no renewal.</p> <p>3. 資料應歸還醫分館服務台，如有逾期，每件每日需繳交逾期處理費30元整。 Please return the borrowed material to the Information Desk of library. An Overdue fine for NT\$30 per item per day will be charged for the late return.</p> <p>4. 所借出之視聽資料，如有遺失或損壞，其賠償應為原件或公開播映版，若遺失部分無法單獨計價，應以整套賠償。 If the damage is caused because of the improper use, the liability to pay compensation is required.</p> <p>5. 請確實遵守智慧財產權之規定使用資料，嚴禁拷貝、剪輯、重製(複製)及其他任何觸犯著作權法規定之事宜，亦不得為營利或收費之目的公開上映，如有違反規定，由申請人自行承擔法律責任。 Please comply with the intellectual property law while using the materials. Unauthorized copying, editing, and any other matters which violate the copyright regulations are prohibited and not allowed to be produced publicly for commercial or profit purposes. Users who violate the regulations may be subject to legal recourse.</p> <p>申請人簽章：_____ 申請單位主管/指導老師： Applicant Signature Head of Your Dept./Instructor</p>	

承辦人：_____ 醫分館主任：
Confirmed by Head of Medical Library