



Palucca University of Dance Dresden
 Basteiplatz 4
 01277 Dresden

Central Services Department

- university archive -

Request for use

Please note!

Please tick where applicable and fill out the fields completely and legibly.
 Please do not forget to sign the application!

Note: The university archive is located at Tiergartenstraße 80, 01277 Dresden.

1. General information about the user

Last name		First name(s)		Phone	Date of birth
Postcode	Residence	Street with house number		E-mail	
<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	

work topic

2. Purpose of Use

scientific

- thesis
 essay
 edition
 PhD thesis
 Postdoctoral studies

Private

- family research
 student work
 local history research

publicistic

- Press
 TV
 picture book

Other, namely:

3. Family research (only to be filled in for family research!)

Searched personal name/s

Searched event	dating	location of the event	purpose
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

commitment declaration

- I have taken note of the usage regulations for the archive as well as the fee and payment regulations of the Palucca Hochschule für Tanz Dresden and I undertake to comply with these regulations note.
- I am aware that research into indexing information and the evaluation of archival material from the university archive that I use may affect copyright and personal rights as well as other matters worthy of protection. I will respect these rights and concerns and acknowledge that I am responsible for my own violations of such rights and concerns vis-à-vis the beneficiary. I release the university archive from liability in this respect.
- I undertake to handle the archive materials with care in accordance with Section 2, Paragraph 4 of the university archive's user regulations.
- I am aware that archival reproductions may only be made available to third parties or publicly reproduced with the consent of the university archive. The public rendition includes in particular making it publicly available on the Internet, for example in social media such as Facebook, Twitter, YouTube or Instagram. The approval of the university archive must be obtained in writing by means of a separate application.
- I undertake to provide a copy of every publication (print or other reproduction) for which archival material from the university archive has been used immediately after publication submitted to the university archives without being asked and free of charge.
- I agree that my personal data may only be processed by the university archives within the framework of the exercise of my office, in particular in accordance with Section 89 of the General Data Protection Regulation, the Archives Act for the Free State of Saxony and the Saxon Data Protection Implementation Act, are stored and processed internally. The data protection information of the Palucca Hochschule für Tanz Dresden in accordance with Art. 13 of the General Data Protection Regulation and Section 6 of the Archives Act for the Free State of Saxony is made available to you in the form of the attachment to this application for use.

location	date	Signature of Applicant
<input type="text"/>	<input type="text"/>	<input type="text"/>

Processing notes (not to be filled out by the applicant)

- use approved
 use rejected
 free of charge
 Subject to a fee according to the fee schedule

Finding aids and archive material to be submitted:

Date, Signature Archivist