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| **Section 1. Applicant Information** |
| a. Date:  |  |
| b. Institution: |  |
| c. Address:: |  |
|  |  |
| d. Phone Number: |  |
| e. Person(s) who will be responsible for the use, care, and handling of this loan: |
|  | **Name** | **Title** | **Phone Number** |
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| **Section 2. Request Information** |
| a. Proposed date of loan: |  | to |  |
| b. Object(s) or Collections(s) requested: |
|  | **ASM Accession No.** | **Field No./ Specimen No** | **Additional Information about item requested** |
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|  | **If the above information is unknown, provide a description of the requested objects:** |
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| c. Please describe the conditions under which the loaned material will be used and stored during the duration of the loan. Include the exact location, the security arrangements, and the environmental conditions to which the loaned material will be subjected. |
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| d. Please summarize as specifically as possible your proposed research, how you plan to use the requested objects(s) or collections(s), including specific details of the methodology, and why the requested material is important to your research. A copy of your research design, or the relevant portions thereof, may be substituted for this section. No destructive testing, sampling, use, or allteration of Museum specimens is permitted without prior written permission of the Museum’s Head of Collection. |
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