

NATIONAL MUSIC MUSEUM
Att: Research Request
The University of South Dakota
414 East Clark Street
Vermillion, SD 57069

REQUEST FOR PERMISSION TO CONDUCT RESEARCH AT THE NMM

Anyone wishing to conduct research at the NMM must receive permission and make an appointment to do so. To obtain permission, complete this form, attach the additional information requested below, and submit it to the address shown above. Researchers should await confirmation of their request before planning their research visit. Appointments must be made *at least two weeks* prior to their visit. This allows time for staff scheduling and the movement of instruments and/or retrieval of archival materials to be studied. The NMM reserves the right to determine whether or not its staff can accommodate any particular request.

Name: _____

Home Address: _____

Business Address: _____

Phone Number: _____ Fax Number: _____ E-mail: _____

Date(s) of proposed visit: _____

Are you a student? No Yes If Yes, are you an Undergraduate student Graduate student

If you are a student, at what institution are you registered? _____

The following information must be submitted to complete your application:

- State the purpose for and projected goals of your research, including reference to specific instruments and/or archival materials you wish to study.
- Provide a copy of your resume and/or other credentials (references are optional).
- Do you plan to publish the results of your research? No If yes, please provide details
- Have you previously conducted research at the National Music Museum? No If yes, note when and for what purpose
- Will you need photographic images from the NMM for your research or publication? No If yes, please provide details
- Do you plan to bring a camera? No Yes If yes, do you plan to bring a tripod? No Yes
- Do you plan to bring a laptop computer. No Yes
- Will you provide your own measuring instruments (non-metal). No Yes Not applicable
- Do you plan to bring someone with you? No Yes
- **Note:** Only a small number of people can be accommodated at one time in the NMM's study-storage areas, conservation laboratory, and library. Children are not allowed in these areas at any time.

My signature below indicates that I have read and understand the Guidelines for Access to Musical Instruments, the NMM Archives, and the NMM Library, as they appear on the NMM's website at <http://www.usd.edu/smm/HomePageRedirects/research.html>. I understand that the NMM reserves the right to determine whether or not its staff can accommodate my research request.

Signature: _____ Date: _____