

これは“島根大学附属図書館本館展示室等使用許可願”について、英語で記入方法を説明するものです。  
This explains how to fill out "the application for using the exhibition room of Shimane University Main Library" in English.

別紙様式1 (第4条関係)

Date of Application  
(Japanese calendar notation)

令和 年 月 日

Dear the Director of Shimane University Library

島根大学附属図書館本館展示室等使用許可願

As shown below, I would like to use the exhibition room or the exhibition wall of the library, so please give me permission. Related materials will be attached when applying. Once permitted, I promise to follow the library's usage rules.

a)	団体名 部局 (部課名)		印鑑をお持ちの場合は押印ください。 もしお持ちでなければ結構です。 If you have a seal, please seal it. Not required if you don't have it.
b)	代表者職・氏名		
c)	担当者氏名・連絡先	氏名	a) The Name of your Group or Department b) The Title and the Name of the Representative Person c) The Information of the Contact Person c-1) Name c-2) Phone Number c-3) Fax Number c-4) E-mail Address
		TEL	
		FAX	
		E-MAIL	
d)	展示タイトル		d) The Exhibition Name
e)	展示の概要／目的／ 展示する資料等		e) The Outline and the Purpose of the Exhibition and the Name of Materials to be Exhibited
f)	希望する展示室等		f) The Room or the Wall You Want to Use
g)	希望する展示期間		g) The Period You Want to Exhibit
h)	備考		h) The Remarks Column

Please attach the following materials.

- 1) The exhibition plan
- 2) The material that gives an overview of the organization

All data received from the user will only be used for this service and shall not be used for any other purposes nor disclosed to third parties.

本サービスは島根大学附属図書館本館展示室等運用要項に基づきます。利用をご希望の方は事前にご一読ください。ただし本要項の英訳はありませんので、詳細についてはお問い合わせください。  
This service is based on the operational guidelines for the exhibition room of Shimane University Main Library. Please read this before applying for use. However, there is no English translation of this guide line, so please contact us for details.