

## Application for the permission to read classified material

I [name] \_\_\_\_\_ hereby apply for the  
consultation of [shelfmark(s)] \_\_\_\_\_ on [date]  
\_\_\_\_\_. The original(s) is/are required for the following **research purpose(s)**:

I have **checked the BSB-OPAC** as to whether the relevant shelfmark(s) (e.g. "C1m 12345")  
has / have already been digitized. The digital facsimiles are not sufficient for my research for  
the following reason(s):

In this context, I need to see the following pages / leaves:

I understand that the consultation of the original(s) is possible in **exceptional cases** only. **Certain  
restrictions apply**: they may only be consulted at designated reading tables and only staff members  
are allowed to transport the objects. The use of **cotton gloves** is obligatory. They can be obtained  
from the issue desk free of charge.

Date: .....

Signature: .....

*Permission granted: YES / NO* \_\_\_\_\_ (*Superintendent / Head of Division*)