



División Zoología Invertebrados
 MUSEO DE LA PLATA
 FCNyM - UNLP



INVOICE OF SPECIMENS

Loan N°:

This form must be completed, signed and sent to the curator / manager of the collection, Cristina Damborenea, División Zoología Invertebrados, Museo de La Plata, Paseo del Bosque, 1900 La Plata, Argentina, or once signed and scanned, sent by e-mail: cdambor@fcnym.unlp.edu.ar

The División Zoología Invertebrados, Museo de La Plata, Facultad de Ciencias Naturales y Museo, UNLP, loan material from their collections for scientific research to:

_____ (Receiving institution, city and country)

BORROWER

Curator or the requesting institution responsible for the material

Last and first name: _____

Position: _____

Address: _____

E-mail: _____

Specialist who requests the material:

Last and first name: _____

Position: _____

Address: _____

E-mail: _____

Phone / Fax: _____

SPECIMENS REQUESTED (Include Phylum, Class or Order, Family, Genus, Species, Type status and MLP catalog number and other relevant data).

PURPOSE (tick and complete)

Only morphological or anatomical, without access to genetic material.

Phylogeny or taxonomy studies using molecular genetic sequences.

Briefly describe the type of study.

Cristina Damborenea, Jefe de División Zoología Invertebrados, Museo de La Plata, Paseo del Bosque, 1900 La Plata, Buenos Aires, Argentina

Te: 54 221 4257744 (int. 132). Fax: 54 221 4257527

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___ Other kind of studies (genetics, biochemistry, physics and chemistry studies). Briefly describe the type of study.

LOAN CONDITIONS

Loan conditions are in agreement within the rules laid down in Collection of the Museo de La Plata. The requesting specialist agrees to loan materials under the following requirements:

1. Samples were used only for scientific purposes above specified and cannot be transferred to other institutions or persons.
2. This loan excludes the bioprospection for commercial purposes, commercial use of exchanged material or its components, or registration of intellectual property. Any use of the material not included in this form must be established through another specific agreement.
3. The recipient will follow the confidentiality guidelines notified by the supplier in case of data considered sensitive, such as the precise location of threatened species or habitat or fragile information in traditional uses, rural or indigenous communities.
4. All materials borrowed must be returned to the Museo de La Plata. Parts of specimens, preparations, extracts or genetic materials will be not retained by the borrower.
5. The recipient agrees to return the material received by the deadline, or get an extension written by the curator / manager of the collection that provides the material.
6. The recipient agrees to provide the new information produced as a result of study, such as new identification, clarification of geographic locations, adding coordinates, among others.
7. The recipient shall ensure the protection and preservation of specimens received.
8. Incoming materials should be kept separate from other collections, and properly labeled material on loan. Labels associated with the specimens will be not removed or altered.
9. Destructive dissections and preparations will require specific permission signed by the curator / manager of the collection that provides the material. The dissections and preparations made must be properly labeled and associated with the material that gave rise to them and should be returned.
10. The publications resulting from studies on the borrowed specimens will mention that they belong to the Collection of the División Zoología Invertebrados, Museo de La Plata, La Plata, Argentina, being the acronym MLP. Copies of the publications should be sent to this institution
11. Prior to sending the material by the supplier, the recipient will detail if there were specific requirements for import into your country.
12. The borrowers will afford the costs for returning the material. . It is very important NOT using courier services (UPS, FedEx, DHL or similar), which involve risks and high costs. They must use

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- official mail. The recipient shall ensure the proper packaging of samples to avoid damages during shipment, and will inform the curator / manager about the date when the shipment was dispatched.
13. The receiver shall notify the Museo de La Plata, changes of address, title or affiliation.
 14. The receiver will honor reciprocity when responding to requests for loan requested by researchers from the Museum of La Plata.
 15. Any other use not included in this agreement will require a specific agreement.

Date _____

BORROWER (Curator or the requesting institution responsible for the material)

Signature _____

Fullname _____

Institution _____

Address _____

CURATOR / MANAGER Museo de La Plata

Signature _____

Fullname: Damborenea, Cristina

Position: Jefe de División Zoología Invertebrados

Collection: Zoología Invertebrados