Tate Library and Archive
Hyman Kreitman Reading Rooms
Tate Britain
Millbank, London
SW1P 4RG

Call
+44 (0) 20 7887 8838
Email
reading.rooms@tate.org.uk

Please bring this form with you on your first visit

Tate Library & Archive Registration Form

Opening hours Monday – Friday 10.00 – 17.00

Surname/Family name	(Please PRINT Clearly)
First names **Middle names**	(Please PRINT Clearly)
Permanent address If you have a temporary address, please include it below your permanent address. If you are a SCONUL Access user please also provide the name of your institution.	SCONUL Access users please also provide the name of your institution. (Please PRINT Clearly)
Email address	Please supply a current email address for membership renewal notices (Please PRINT Clearly)
Contact tel number **Mobile number** (if different)	(Please PRINT Clearly)

How did you hear about the Tate Library & Archive?

During a visit to Tate	☐	From another library	☐
From an internet search	☐	From another archive	☐
The National Archives	☐	Personal recommendation	☐
Tate Etc	☐	From my university/college	☐
COPAC	☐	WorldCat	☐

What description best applies to you?

Artist	☐	Student BA	☐
Curator	☐	Student MA	☐
Lecturer	☐	Commercial Researcher	☐
PhD	☐	Private Researcher	☐
School Teacher	☐		

I have read and agree to abide by all the regulations of the Tate Library and Archive. I undertake to obtain the copyright holder's permission for the publication or reproduction of all materials, published or unpublished. I will ensure that any information obtained relating to living persons is used in accordance with the principles of the *Data Protection Act 1998*.

Signature:	**Date:**

Information provided by you on this form will be processed on behalf of the Board of Trustees of the Tate Gallery solely for the purpose of facilitating your membership of the Tate Library and Archive and will not be passed on to other organisations. A copy of this form will be retained for a year after the expiry of membership.

For Staff use only:

ID (please tick)		**Proof of Address** (please tick)		**Photo – please staple at base (if supplied)**
Non-photo ID (LIBREADER only)	☐	Utility Bill	☐	
		Bank Statement / Credit Card Statement	☐	
Passport	☐	Council Tax Bill	☐	
British Library Reader's Ticket	☐	HM Revenue Statement	☐	
Photographic student ID card	☐	State Pension Book	☐	
Photographic workplace ID card	☐	Uni cert. for accommodation (stamped)	☐	
National ID card*	☐	**National ID card** (*not as both ID & Address)	☐	
Driver's licence (photo)*	☐	**Driver's licence** (*not as both ID & Address)	☐	

Checked by:	**Date:**	**LIBRARY READER**	**SCONUL - BAND A**	**OR**
	Delete as appropriate >	**ARCHIVE READER**	**RENEWAL**	

Entered on system: **(ID)**	**Photo taken & emailed:** **(tick)** ☐