

**GENERAL SYNOD ARCHIVES, ANGLICAN CHURCH OF CANADA
RESEARCH AGREEMENT**

This agreement is made between

Name of Researcher: (PRINT)

and the General Synod Archives of the Anglican Church of Canada

The researcher has requested access to the following records which may contain personal information in the custody of the General Synod Archives, Anglican Church of Canada.

Personal information in this agreement may include information relating to educational, medical, psychiatric, criminal, financial, sexual orientation, or employment history, particularly evaluations and recommendations.

The researcher understands and promises to abide by the following terms and conditions:

1. The researcher will not use the information in the records for any purpose other than the following research purposes unless the researcher has the institution's written authorization to do so. (Describe research purpose below):

2. The researcher will not identify in notes and/or in any public way, the names of correspondents or personal information contained in the letters concerning the correspondent.

3. The researcher will not identify in notes or any other public way, personal information about person(s) mentioned in the records.

4. The researcher will ensure that no personal information will be used or disclosed in a form in which the individual to whom it relates can be identified.

5. Records which are photocopied may be used for purposes of private research and reference only. No further copies may be produced or distributed.

6. The researcher will not contact any individual to whom personal information relates, directly or indirectly.

7. The researcher will accept full responsibility for any breach of personal privacy arising out of an infringement of these conditions including any financial liability against the Anglican Church of Canada.

Signature of Researcher:

Signature of Archivist:

Address:

Telephone No:

Date: