



Only for internal use:

Ben-Archiv

Anf-Archiv

Ben-MA

Anf-MA-EI

DATA SHEET 20_____

[Please write the personal data in capital letter]

Ref. No. _____

FAMILY NAME

FIRST NAME

Title

.....

Citizenship

Profession

Institution

.....

Address of User / Address of Institution in Austria or abroad

ZIP/Postal code **City** **Street/No.**

E-mail **Phone/Fax**

Type of ID-Card **Number** **Authority**

(e.g. Passport Nr.)

Subject / Working Title

I agree with the announcement of my subject / working title and my name to other users: Yes No

Purpose of use *[please mark the appropriate box, multiple answers possible]*

printout/publication

diploma thesis

master thesis

dissertation

habilitation term paper

term paper

other scientific paper

private project/research

exhibition

family research

official purpose

internet / world wide web

television

film / documentary film

others

User Declaration

The user agrees with his/her signature that he/she respectively the applicant is obligated to abide the following conditions using archival material of the Archive of the Jewish Community (IKG) of Vienna or Jewish records/register books of the Jewish Records Office of the IKG Vienna:

The user is obligated to respect the IKG's copyright and to protect the personal rights of all individuals as well as of all interests of third parties. Furthermore, the user has to comply with the Austrian legal provisions concerning data protection (DSG) and civil status (PStG) as well as with the Archive regulations (according to the Federal Records Act) in the current version.

The Austrian law on civil status (PStG) determines that only the following persons have the right of access to the register books (information and civil status documents):

1. *Persons to whom the entry relates, as well as other people whose civil status is affected by the registration;*
2. *People who can prove a credible legal interest (PStG, § 52 Z 1).*

According to PStG, § 52 Z 5, the register books are only accessible for other persons (even relatives, see the legal regulation above) after a protective period of 100 years (after birth), 75 years (after marriage), 30 years (after death). In case that any of the persons mentioned in the registry books is still alive, the Archive and the Jewish Records Office are not allowed to provide the user with any information.

For issuing civil status certificates all necessary documents and certificates regarding identity and legal interest have to be submitted.

According to the Austrian law on data protection (DSG) personal data enabling the identification of persons need to be protected and may not be published; anonymization is legally required by the data protection.

(Basic rules for personal related documents: the individual person was born 110 years ago or is verifiably dead; the user owns a signed permission by a family member concerning the publication of a person's name or individual data).

In case of infringement of copyright and/or of personal rights according to the law on civil status, data protection or archival regulations the user is personally liable for all kind of claims.

The user is obligated to indemnify the Archive and/or the Jewish Records Office and hold the Archive and/or the Jewish Records Office harmless from any claims by third parties which derive from the use of the records/documents.

The user is obligated to mention the Archive and/or the Jewish Records Office of the IKG Vienna as the owner of the archival material and registry books. All used documents, records and books of the IKG Vienna must be cited correctly by using the appropriate signature.

The user is obligated to hand over at least two copies of each released publication free of charge to the Archive and/or to the Jewish Records Office of the IKG Vienna.

The user is obligated to preserve copies/scans/photos of the records safe and secure from the access by unauthorized persons. It is not allowed to borrow archival material, records or books.

Copies/scans/photos of the Archive and/or the Jewish Records Office can only be used for the above mentioned purpose (page 1). A transfer of copies/scans/photos to unauthorized third persons is not permitted. The commercial use of the archival material and Jewish records is forbidden.

The user is obligated to sign a special permission for publication, if he/she intends to publish archival material or Jewish records in printouts, scientific papers, exhibitions, television, film, world wide web, etc. *For the form please contact the Archive of the Jewish Community of Vienna.*

The user is herewith informed that his/her specified data on this data sheet will be recorded electronically for user administration of the Archive and/or the Jewish Records Office of the IKG Vienna.

X.....
[Location, date]

X.....
[Signature of the User]

Date	Jewish Records / Holdings / Signature	Copies/Scans A4	Copies/Scans A3