

# HUMAN RELATIONS AREA FILES, INC. ("HRAF")

## ELECTRONIC HRAF ASSOCIATE MEMBERSHIP APPLICATION FOR eHRAF Archaeology

Ripartizione Biblioteche - Università di Ferrara

Name of Institution requesting Membership

via Machiavelli 28-30 44121 Ferrara

Address of Institution

hereby requests associate membership in the HRAF consortium for the eHRAF Archaeology database. (HRAF is a non profit membership consortium governed by Sponsoring Member institutions (universities and colleges.)

Membership shall be considered tentatively effective when the applicant institution, and HRAF have signed this form. Formal approval of membership occurs upon the vote of the Sponsoring Members. Should the applicant institution fail to be approved, HRAF will return the dues paid.

Definition of an Academic Institution: An "institution" is defined by HRAF as an entity that either issues its own degree or the library has its own library administration and own library budget. For example, a university system may have many institutions with the same university name at different locations with separate administrations and library budgets, and degrees.

### 1. Terms:

This Agreement is effective as of 15/11/2023 (effective date) through 14/11/2024 (end of billing cycle). Should the institution join after their preferred billing term, the invoice will be prorated for the remaining term. The agreement shall automatically renew unless sooner terminated by (i) one party's written notice, 2 months prior to the end of any renewal date thereafter to the other party; or (ii) by HRAF in writing upon its good faith determination that a party is not in compliance with these terms

#### a. Membership Dues and Fees

Membership dues and web fees are established by HRAF's Board of Directors.

All dues and fees are in U.S. funds and shall be paid within thirty days after re-invoicing date. The dues and fees are set by the representatives of sponsoring member institutions and are subject to change.

#### b. Status Change

Changes in membership must be approved by HRAF. Any status changes (e.g., change in category) must be given 2 months before the renewal date of 14/11/2024 (mm/dd/).

HRAF may request information from the applicant or co-applicants to help it evaluate an institution's qualification for the particular category of dues. Thereafter, HRAF is entitled to reevaluate whether an individual member institution still qualifies for the type of category at the end of three years after they joined the HRAF consortium.

## **2. Access by and Authentication of Authorized Users**

The Member Institution and its Authorized Users shall be granted access to eHRAF pursuant to the following:

IP Addresses. The Member Institution shall be identified and authenticated by the use of appropriate Internet Protocol ("IP") addresses (that is, only those pertaining to the member institution campus).

Passwords: If the Member Institution does not have a proxy server, HRAF may be able to make a special arrangement to accommodate remote access users via user id and password.

## **3. Authorized Users and Use for eHRAF**

a. "Authorized Users" are:

Persons Affiliated with the Member Institution. Full and part time students and employees (including faculty, staff, affiliated researchers and independent contractors) of the Member Institution.

Walk-ins. Patrons not affiliated with the Member Institution who are physically present at the Member Institution's site(s) ("walk-ins").

b. The Member Institution and its Authorized Users may make all use of eHRAF as is consistent with and not in violation of the Fair Use Provisions of United States, international law, or the use restrictions set forth below. Nothing in this Agreement is intended to limit in any way whatsoever the Member Institution's or any Authorized User's rights under the Fair Use provisions of United States or international law to use eHRAF.

eHRAF shall be used solely for purposes of research, education or other non-commercial uses. Subject to this (or such) use restriction, eHRAF may be used as follows:

Display. The Member Institution and its Authorized Users shall have the right to electronically display eHRAF.

Digitally Copy. The Member Institution and its Authorized Users may download and digitally copy a reasonable portion of eHRAF.

Print Copy. The Member Institution and its Authorized Users may print a reasonable portion of eHRAF.

Archival/Backup Copy. Use of eHRAF on the web is provided for the time period for which the Member Institution pays its dues. A complete archival copy of eHRAF is not currently available.

Course Packs. Instructors may use a reasonable portion of eHRAF for teaching handouts. However, course packs for sale are not permitted.

Electronic Reserve. The Member Institution and its Authorized Users may use a reasonable portion of eHRAF for use in connection with specific courses of instruction offered by the Member Institution and/or its parent institution.

Databases. Authorized Users shall be permitted to extract or use information contained in eHRAF for educational, scientific, or research purposes, including extraction and manipulation of information for the purpose of illustration, explanation, example, comment, criticism, teaching, research, or analysis.

Electronic Links. The Member Institution may provide electronic links to eHRAF from Member Institution's web page(s), and is encouraged to do so in ways that will increase the usefulness of eHRAF to Authorized Users. HRAF staff will assist the Member Institution upon request in creating such links effectively. The Member Institution may make changes in the appearance of such links and/or in statements accompanying such links as reasonably requested by HRAF.

Interlibrary Loan. Because HRAF is a membership organization only its Member Institutions are permitted access to eHRAF. Interlibrary loan therefore is not permitted.


Institution Contact Marina Contarini Phone +39 0532 974043

Title Head of Ripartizione Biblioteche E-mail or FAX acquisti.sba@unife.it

Annual Library Budget for Material Expenditures (lbn)\*: eur 2.200.000 FTE\*\*: 30.930

Billing Address (if different from above): \_\_\_\_\_

IP Addresses: 192.84.144.\*; 192.167.208-223.\*; 193.206.124.\*; 193.206.188.\*; 193.206.218.\*

  
**Università degli Studi di Ferrara** **08 NOV. 2023**  
Signature of Applicant Ripartizione Biblioteche Date \_\_\_\_\_ HRAF, Inc., By \_\_\_\_\_ Date \_\_\_\_\_  
**La Coordinatrice**

\_\_\_\_\_  
Title Title

\*Annual Library Budget for Material Expenditures (lbn) includes all library expenditures (e.g. books, periodicals, electronic resources, supplies and equipment, preservation, etc.) but excludes salaries.

\*\*FTE (full-time equivalent): includes part-time and full-time graduates and undergraduate students for a fall semester.

