

Tama Art University

Application for library visit

Please complete the form and send it to Hachioji Library Office (tosho-h@tamabi.ac.jp) at least **14 days before** the visit.

Name of the representative person

Names of the other visitors (*if the space below is insufficient, please attach the full list to this form)

Number of visitors (*we do not accept visits from groups of more than 20 people)

Preferred date and time of your visit (*please refer to the [library calendar](#) on the website to check if the library is open to visitors on your specified date)

Date (DD/MM/YYYY): _____ Arrival time: _____

Your affiliation (*name of the university, architectural firm, or other company you are affiliated with)

Purpose of your visit

Email address at which you can be reached during your stay in Japan

Postal address in your home country

I have read carefully and fully understand the instructions as provided on the library website. I agree to follow the instructions of the librarians and other officials as explained on the day of my visit. I also promise not to violate TAU students' rights to study and other regulations assigned by the university, especially the prohibition of taking pictures inside the library building.

I agree.

Other comments/questions/requests (*if any)
