



## U.S. Geological Survey, Woods Hole Science Center

Archival Policies and Collections Database for the Woods Hole Science Center's  
Marine Sediment Samples 2007, Version 1.0

# Outgoing Loan Conditions

The following terms are to be agreed upon by the borrowing party to be permitted to receive samples loaned to the borrower by the US Geological Survey, Woods Hole Science Center:

1. **Term of Loan:** The samples shall be returned to the Woods Hole Science Center (WHSC) at the borrower's expense no later than the due date agreed upon and stated on the Loan Agreement or within one week after an earlier return is requested by the WHSC.
2. **Use of Property:** The samples loaned shall be used for research and data extraction purposes. The borrower shall not loan, deliver, lease, or transfer the samples to any other institution and the borrower shall clearly state that the sample belongs to the Woods Hole Science Center sediment archive.
3. **Alteration of Sample:** The borrower is responsible for notifying the WHSC of all tests and any alterations done to the sample while in the borrower's care.
4. **Loss or Damage:** It is recognized that analyses are generally destructive in nature. However, if the borrower intends to return the sample, the borrower shall be responsible to report any damage or loss of sediment due to any cause.
5. **Special Provisions:**

### Conditions Agreed Upon by:

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*Core Archivist Signature*

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*Date*

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*Chief Scientist Signature*

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*Date*

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*Borrower Signature*

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*Date*