

## Data Storage Medium Rental Agreement

To National Institute for Materials Science, Electron Microscopy Analysis Station,  
Nanostructural Characterization Group Director

I, \_\_\_\_\_, agree to the terms and conditions of  
data storage medium rental as follows:

- 1 Data storage media are only lent out to external users, when there is no other option, such as copying the data acquired at Nanostructural Characterization Group onto a CD-R/DVD-R.
- 2 The borrowed data storage medium must be managed by the borrower himself/herself and handled with care, so as not to damage or lose it.  
In case the data storage medium is damaged or lost, the borrower must immediately report to Nanostructural Characterization Group office.
- 3 The borrowed data storage medium must not be lent to a third party, and must only be used for the appropriate purpose.
- 4 If any damage is caused to others by the borrowed data storage medium, the borrower must take responsibility.
- 5 The restoration of data on the borrowed data storage medium is prohibited.
- 6 The borrowed data storage medium must be returned by the due date. The lending period is one week. When returning the device by mail, the package must be postmarked on or before the due date.  
In case the borrowed data storage medium cannot be returned by the due date, the borrower must contact Nanostructural Characterization Group office within the lending period.
- 7 Before returning the data storage medium, borrowers must initialize or delete the data on the device, and also scan the medium for viruses.

Affiliation: \_\_\_\_\_

Date (M/D/Y) \_\_\_\_\_

Signature: \_\_\_\_\_