Use of Books from the Rare Book Room

Requirements

1. Books in the Rare Book Room will be made accessible by appointment only, Monday – Friday, 8:30 am - 4:00 pm, excluding holidays. For an appointment, please contact Kristine Reinhard at Kristine.Reinhard@umassmed.edu or Ellen More at Ellen.More@umassmed.edu at least 24 hours before desired visit.

2. Rare Book Room books must remain in the Rare Book Room, and a valid ID must be presented at the time of arrival.

3. All bags, backpacks, coats, and personal belongings must be in kept in a locker.

4. Only pencil and paper or laptop computer may be used for taking notes. When note-taking, please place paper directly on the table, not on the book.

5. No photocopies may be made except, where appropriate, by the Librarian; cameras are not allowed.

6. Please make sure your hands are clean.

7. Please request and use a book support.

8. Never place an open book face down; please use only approved book marks.

9. Be careful when opening books and turning pages; always lift the top corner of the page.

10. No food or drink should be present when using rare books.