

## Loans for Exhibitions - Loan Application Form -

Please see our Data Protection Terms as the information you provide here is subject to them.

About the borrowing insti	itution		
Name and address			
Name and position of the legally responsible (authorized signatories)	e person/s		
Applicant name (contact person for the loan)			
Telephone		e-mail	
About the exhibition Place of exhibition or presentation			
Exhibition title			
Exhibition duration from		to	
About the loan			
Loan period from		to	
Insurance information/ liability for loaned object	t(s)		
Which objects are being	requested?		
Do you plan to publish a	catalogue? yes		
Will you require reproduc	etions? yes for the purpose of		



Will this exhibition be mounted elsewhere?

no yes – Information about the subsequent place of exhibition

Do you have any other comments or requests regarding the loan?

## **Data Protection Terms**

We collect and process personal data from you:

1. Persons responsible

Museum für Naturkunde Berlin, Invalidenstr. 43, 10115 Berlin

Stephan Junker stephan.junker@mfn.berlin +4930/889140-8330 Prof. Johannes Vogel,Ph.D. johannes.vogel@mfn.berlin +4930/889140-8544

2. Contact information of the data protection officer at the Museum für Naturkunde Berlin

datenschutz@mfn.berlin +4930/889140-8440

3. Purpose of data processing

Your data is collected and processed for the purpose of handling your exhibition-related loan application, coordinating contract modalities and drawing up a contract as well as handling loan transactions.

4. Legal basis of the data processing

General Data Protection Regulation (GDPR) Art.6(1)b - Fulfilment of contract

5. Categories of the processed data

Contact information, exhibition- and object-related data for the stated purpose

- 6. Your data will not be passed on to third parties.
- 7. Your data will not be passed on to a third country outside the GDPR's jurisdiction.
- 8. Your data is stored for the **duration of the loan process**, i.e. from the processing of the request until the end of the loan contract, and then transferred to our archive. The data is then blocked for further processing and is subject to the regulations of the Berliner Archivgesetz (Berlin Archive Law).
- 9. You have the right to information about the stored data, the right to correction, the right to deletion and the right to data portability.
- 10. You have the right to appeal to the supervisory authority.
- 11. It is necessary for you to provide your personal data to complete this contract.
- 12. Your data will not be used for automated decision making or profiling.

This application form was filled out by

on

Application form received on