



Berlin Social Science Center

Application for shortening of protection periods (Annex III to the WZB Archive Regulations)

Archive holdings held by the WZB Berlin Social Science Center are subject to § 4 of the Archive Regulations restrictions of use. Subsequently, a general protection period of 30 years is applied to all documents after their final creation; for documents that are subject to special confidentiality regulations, a protection period of 60 years after creation is applied. Personal documents are subject to additional separate protection regulations. In such a case, the archive holdings may be used 30 years after death, at the earliest, or 110 years after the birth of the person concerned or 70 years after the closing of the documents.

Protection periods can be shortened in individual cases by request if the usage is necessary for conducting a scientific research project or in the legitimate interests are appropriately respected through suitable measures. Personal archive holdings that are subject to the above-mentioned protections can only be made accessible with the consent of the concerned person or after his/her death only with the consent of surviving spouses, partner in enduring cohabitation, children or parents. If consent has not been granted, a shortening of the protection period is only permissible if it is guaranteed that the interests of the concerned person will not be affected.

First and Last Name:

Contracting authority, if any (please attach documentation):

I request the shortening in terms for the purpose of my work on the topic (please indicate the most precise details and time period requested):

Specific identifier of the archive holdings or archives that the shortening of terms application refers to:

The research findings will likely:

not be published

be published in the form of:

Reproductions will likely:

not be necessary

necessary.

The current request therefore includes a request of reproductions of protected archival holdings. I agree to only use reproductions for my own use and to not pass any on to a third party.

The use of protected data will be used (please only complete if personal data from the archive will be used and consent of the person concerned is not given):

in aggregated form, e.g. statistics. Individual natural persons will not be used for the purpose of the project and will not be named.

with sufficient anonymity or pseudonymity of all personal information.

by the following people or group by the name of:

The following person has provided me with voluntary, written consent for the use of the related documents (please attach the letter of consent):

If no written consent of the persons concerned or their family is presented, please explain the need for a shortening of terms for personal archival holdings:

I agree to observe and comply with all usage requirements.

Berlin, (date)

Signature