

Orkney Wildlife Information & Records Centre

Conditions for use of information supplied by OWIARC

1. **Name of company or person** , having received **biological records** from Orkney Wildlife Information & Records Centre (OWIARC) towards a project involving a **Type of work** will retain that information solely for the purposes of that project and no other project.
2. The copyright of the raw biological records remains with the original recorder.
3. Any data or part of the information supplied will not be published by the aforementioned party or any related body or third party without the written permission of OWIARC unless such use is a stipulated part of the aforementioned project.
4. Any part of the information supplied will not be passed or sold to any third party without the written permission of OWIARC. Exception(s) to this may be detailed separately.
5. Part or all of the information supplied may be of a strictly confidential nature and, as such, the aforementioned party will respect that confidentiality and not divulge the specified information or records.
6. The aforementioned party shall only retain the information supplied by OWIARC for the period of the aforementioned project or for one year, whichever period is the shorter. Any further use of this information after the specified date will require further written permission from OWIARC.
7. The cost of retrieving and providing the information will be **£cost** to be paid by a cheque made payable to Orkney Islands Council within 21 days of receipt of the information.
8. The information provided is believed to be correct, however, no responsibility can be accepted by OWIARC for any consequences of errors or omissions.
9. OWIARC will be acknowledged in any published or written work based on any of the information supplied for the aforementioned project and any other project subsequently agreed by OWIARC and an electronic copy of any publication or report produced using data from OWIARC should be presented within 28 days of publication.
10. OWIARC reserves the right to impose any additional conditions on the provision and use of the information supplied for this project if it deemed appropriate prior to any data being provided.

Please note that the lack of species or habitat information for a geographically defined area does not necessarily imply a low biodiversity value for that area; it may simply be unrecorded.

Signed on behalf of.....

Name
Signature
Designation
Date

Signed on behalf of Orkney Wildlife Information & Records Centre

Name
Signature
Designation
Date