



SMITHSONIAN INSTITUTION

NATIONAL MUSEUM OF NATURAL HISTORY

Invertebrate Zoology: Visitor Registration and Emergency Contact Information

To initiate your visit, please complete this form and return it to [Karen Reed](#) and [Bill Moser](#) as an e-mail attachment. Each member of your group must complete and return a separate registration form. Once you have returned the form and the [curator in charge](#) of the collection has approved, a workspace will be reserved for you. More information about visiting the Invertebrate Zoology collections can be found at our web site, <https://naturalhistory.si.edu/research/invertebrate-zoology/collections-access>

YOUR NAME: FIRST NAME: _____ LAST NAME: _____

POSITION: _____ EMAIL: _____ CELL NUMBER: _____

INSTITUTION: _____ DEPT.: _____ COUNTY: _____

FIRST WORK DAY: _____ LAST WORK DAY: _____

STUDENTS ONLY ADVISOR'S NAME: _____ ADVISOR'S EMAIL: _____

EMERGENCY CONTACT: NAME: _____

EMAIL: _____ CELL NUMBER: _____

ANY MEDICAL CONCERNS: _____

TAXA TO BE STUDIED: _____

Dry: _____ Alcohol/Formalin: _____ both Dry & Alcohol/Formalin: _____

I Am Bringing Specimens With Me (YES or NO): _____

My work will involve taking samples? (YES or NO): _____

(If you expect to take samples, dissect specimens or make special preparations, read our **sampling policies**.)

DNA: _____ Histological: _____ SEM: _____ Slides: _____ Other: _____

The Alcohol/Formalin collections are housed at our Museum Support Center (MSC) building in Suitland, MD. How will you get to MSC the on the first day of your visit? Shuttle from NHB: _____ Car: _____ Metro : _____

Briefly describe the purpose of your visit, identify any special needs, equipment required (i.e., copy stand) and list, by name, any Smithsonian staff you will consult while here.

Visitors traveling on a J-1 Visa (Exchange Visitor) must attend an orientation before they can start working at the Smithsonian. Please contact Laine Rover at roverl@si.edu to arrange to attend the Office of International Relations (OIR) J-1 Orientation.