

From: [Nichibunken](#)
To: [Rob Britt](#);
CC:
Subject: Re: Registration Request From the University of Washington
Law Library, East Asian Law Department
Date: Wednesday, December 07, 2005 11:59:46 PM
Attachments: [User Guidelines.doc](#)
[Special User Guidelines.doc](#)

Dear Mr. Robert Britt;

Thank you very much for your inquiry and request to use our database. I am sorry we could not get back to you earlier. Attached is a set of application forms for the database of Civil Judgment Files. Please read instructions carefully and submit them for user registration.

Because of the nature of the database of Civil Judgment Files (as it contains personal information), we generally do limit its use to historians/researchers in the law and do check their research purposes.

Please note that a separate application is needed for each individual wishing to use this database. (You cannot share registration number and password.)

Sincerely,

ASANO Masahiro, Chief, Information Planning Section
Computer Division, International Research Center for Japanese Studies

- - -

At 05/11/22 火 08:21, you wrote:

>Please register me for the Civil Judgements database.

>

>I would like to know more about the Civil Judgments database so that I can

>recommend it to scholars at my institution. My library supports the

>research of faculty and our graduate program in Asian Law in Japanese Law.

>

>Regards,

>Rob

>

>Robert Britt

>Japanese Legal Materials Specialist

>University of Washington

>East Asian Law Department

>Marian Gould Gallagher Law Library

>Box 353025

>Seattle, WA 98195-3025

>USA

User Guidelines for Restricted-Access Databases at the International Research Center for Japanese Studies

Last revised 1996/12/19

In the guidelines, “Restricted-Access Databases” are online and computer-readable, and approved by the director of the International Research Center for Japanese Studies (IRCJS) to support academic researches.

“Restricted-Access Databases” include: Foreign Images of Japan; Early Photographs; Japanese Art in Overseas Collection; Enpon (Ukiyo-e Erotic Books); Old Maps of Nagasaki; and Civil Judgment Files.

- “Restricted-Access Databases” are accessible to:
 - Faculty and staff in Japanese Studies, currently affiliated with universities, colleges, technical colleges, or Inter-University Research Institute.
 - Graduate students studying Japanese Studies.
 - Researchers in Japanese Studies with Grant-in-Aid for Scientific Research
 - Researchers in Japanese Studies; approved by the director of the IRCJS.

- Databases are accessible:
 - Via public phone lines
 - Via SINET – Science Information Network
 - Via computer terminals at the IRCJS

- Databases are available 24/7 except:
 - While updating the system, and/or
 - When authorized by the director

- User Registration Procedure
 1. Register by sending user application (form 1) to the director of the IRCJS. If approved by the director, you will receive user permission (form 2) and a registration number.
 2. If there are any changes in your user information, you must notify us by re-submitting user application (form 1) with current information.
 3. User registration is good for up to one year and may not exceed beyond academic year.
 4. To renew user registration, you will need to submit a request for registration renewal (form 1).

- To search in the databases, please follow directions for each database.

- Users may not:
 - Transfer User Registration Number to others.
 - Abuse copyright(s) of the Database.
 - Illegally use other’s intellectual property or information without permission.

- The director of the IRCJS may cancel your user registration when we believe you :

Have not followed the guidelines; and/or
Have not notify us of changes in your user information

- The International Research Center for Japanese Studies is not responsible for any disputes between the users that occurred while using our databases.
- If you intend to publish your research results that makes use of our databases, please credit our database(s) in the publication and submit two copies of your paper to the director of the IRCJS.
- There is a fee for accessing the database. However, when approved by the director of the IRCJS, the fee may be waived.

(FORM 1)

International Research Center for Japanese Studies
Application for Databases Registration

To the Director, International Research Center for Japanese Studies

I hereby would like to register for "Restricted-Access Database." I will abide by the User Guidelines for Restricted Databases at the International Research Center for Japanese Studies.

Date _____ *User Registration No. _____

Apply for new renew change

User Information:

Name _____

Position _____

Affiliate Institution _____

Department/Program (_____) College/Division (_____)

Address _____

Telephone _____ ext. _____

Reason for Application:

(1) Japanese Studies (2) Others (specify)

※Those with Grant-in-Aid for Scientific Research, please specify research topic(s).

Name of database wishing to use (_____)

Financial Information:

Person in charge of payment: _____

Position: _____

Affiliate Institution: _____

Address: _____

Telephone _____ ext. _____

Person in charge of accounting: _____

Position: _____

Affiliate Institution: _____

Address: _____

Telephone _____ ext. _____

User Registration Good from _____ to _____

Remarks:

For Change of Information, fill in applicable parts only.

*for registered users only

Received		Approved		Expires	
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(FORM 2)

yyyy/mm/dd

User Permission for Restricted-Access Databases
at the International Research Center for Japanese Studies

To:

Director, International Research Center for Japanese Studies

Your request for user registration for Restricted-Access Databases at the International Research Center for Japanese Studies has been approved.

User Information:

Name _____
Position _____
Affiliate Institution _____
Department/Program (_____) College/Division (_____)
Address _____
Telephone _____ ext. _____

User Registration Number: _____

Registration valid from _____ **to** _____

(FORM 3)

YYYY/MM/DD

User Permission for Restricted-Access Databases
at the International Research Center for Japanese Studies
(Change of Information)

TO:

Director, International Research Center for Japanese Studies

We have received your change of information notification (received yyyy/mm/dd) and approved your application to use our databases.

User Information:

Name _____ Position _____

Affiliate Institution _____

Department/Program (_____) College/Division (_____)

Address _____

Telephone _____ ext. _____

User Registration No: _____ **valid from** _____ **to** _____

Current Information:

Name _____ Position _____

Affiliate Institution _____

Department/Program (_____) College/Division (_____)

Address _____

Telephone _____ ext. _____

User Registration No: _____ **valid from** _____ **to** _____

Person in charge of payment: _____

Position: _____

Affiliate Institution: _____

Address: _____

Telephone _____ ext. _____

Person in charge of accounting: _____

Position: _____

Affiliate Institution: _____

Address: _____

Telephone _____ ext. _____

(Form 4)

YYYY/MM/DD

Approval for User Registration Renewal for Restricted-Access Databases
at the International Research Center for Japanese Studies

TO:

Director, International Research Center for Japanese Studies

Your request for registration renewal (received yyyy/mm/dd) has been received and approved.

User Information:

Name _____

Position _____

Affiliate Institution _____

Department/Program (_____) College/Division (_____)

Address _____

Telephone _____ ext. _____

User Registration Number: _____

Registration valid from _____ **to** _____

Special User Guidelines for Database of Civil Judgment Files

effective 2001/1/17

Following guidelines, in addition to the user guidelines for Restricted-Access Databases, apply to the database of Civil Judgment Files serviced by the International Research Center for Japanese Studies (IRCJS) to support academic research purposes.

- User Registration Procedure:
 - ◇ Register by sending an application for “Restricted-Access Databases” (form 1) and an application for Database of Civil Judgment Files.
 - ◇ An approval from the chairman of Council for Database Development for Civil Judgment Files is also required to register.
 - ◇ Only an application for the database of Civil Judgment Files is required for users with valid user registration for the “Restricted-Access Databases” at the IRCJS.
 - ◇ If approved by the director of the IRCJS, a user permission number is issued.

- Users may not:
 - Use database for non- research/academic purposes.
 - Transfer User Registration Number to others.
 - Abuse copyright(s) of the Database of Civil Judgment Files
 - Illegally use other’s intellectual property or information without permission.

- If you intend to publish your research results that makes use of the database, please credit in the publication and submit four copies of your paper to the director of the IRCJS.

Application for User Registration for Database of Civil Judgment Files
at the International Research Center for Japanese Studies

YYYY/MM/DD

To: Director, International Research Center for Japanese Studies

Name _____
Affiliate _____ Institution _____
Position _____

I hereby would like to register for Civil Judgment Documents Database. Attached is an application for Database Registration (Civil Judgment Files). I will abide by Special User Guidelines for Database of Civil Judgment Files

User Registration No. _____
(for registered users only)

Request to Use the Database of Civil Judgment Files

TO: Chairman,
Council for Database Development for Civil Judgment Files

YYYY/MM/DD

Name: _____

I hereby would like to use the database of Civil Judgment Documents Database.
Below is the detail of my research topic/area relating to the Civil Judgment Files.

Research Topic/Objectives

Specify

Reason for Using Database of Civil Judgment Files

yyyy/mm/dd

User Permission for User Registration for Database of Civil Judgment Files
at the International Research Center for Japanese Studies

To:

Director, International Research Center for Japanese Studies

Your request for user registration for User Registration for Database of Civil Judgment Files has been approved.

Please follow Special User Guidelines for Database of Civil Judgment Files.

Name _____

Affiliate Institution _____

Position _____

User Registration Number: _____

Registration valid from _____ to _____