# THE HERBARIUM

# KSCSTE-KERALA FOREST RESEARCH INSTITUTE (KFRI)

**PEECHI, THRISSUR, KERALA - 680 653**
**INDIA**

## Outgoing Loan Agreement

**To,**

**The Herbarium Curator**

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**Loan Number**

**……..**

**Dispatch Date**

**……..**

**Due Date**

**……..**

We are sending you Herbarium specimens or samples as mentioned below with reference to your loan request dated ……..

All loaned material is supplied to you subject to the enclosed leaflet containing loan instructions, and the return of this loaned materials are expected within due date (6 months) from the date received. Extension of the loan may be granted on request to the Herbarium curator.

Please verify the specimens/samples upon its arrival. Acceptance of this material will constitute an agreement by you to comply with the enclosed terms and conditions. Please acknowledge receipt and acceptance by signing the outgoing loan agreement form and instruction leaflet and returning it to: Curator of the Herbarium, Herbarium KFRI, KSCSTE-Kerala Forest Research Institute, Peechi - 680 653, Thrissur, Kerala, India.

**Details of Specimens:**

| Acc. No./Coll. No. | Taxon | Collector | Type? |
|---|---|---|---|

**HEAD OF COLLECTIONS**

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I, …… received and accepted the above mentioned …… (Nos.) Herbarium specimens/samples in good condition and loan to be returned by the due date.

Date ----------

Name ----------

(Signature with seal)

Designation ----------

*After receiving the specimens, please sign and return one copy of this outgoing loan agreement form along with the instruction leaflet. Return to:* ***Curator of the Herbarium, Herbarium KFRI, KSCSTE-Kerala Forest Research Institute, Peechi - 680 653, Thrissur, Kerala, India.***