

**Alcoholics Anonymous New Zealand Archives**  
New Zealand General Service Board of Alcoholics Anonymous



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**Research and Access Request Form**

Requests to access archives (physical and digital) are required for materials that have been classified as C. Open with Approval Access; according to the contents of the archives and the requirement to adhere to Tradition 12. The General Service Board Archives Sub-Committee will determine the outcome of these applications. Materials that have been classified as A. Open to All or B. Open to A.A do not require approval from the Archives Sub-Committee. Requests to view items that have been classified as D. Closed to All, will not be approved.

**Requestor information:**

**Full name** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

**Telephone no** \_\_\_\_\_

**Date requested:** \_\_\_\_\_ **Date required by:** \_\_\_\_\_

**Are you an A.A. member?** Yes ☐ No ☐

**Research or access purpose:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Physical or digital access to archives:** \_\_\_\_\_

**Types of archives or research required:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Physical access to the archives is limited to the archivist's availability. Please provide the archivist as much notice as possible of your request to ensure access can be approved within your requested timeframe.

Requestor has agreed to the anonymity requirements of the Alcoholics Anonymous 12<sup>th</sup> Tradition: Yes ☐ No ☐

All Items are classified as A, B, or C: Yes ☐ No ☐

What category C materials have been requested (list all): \_\_\_\_\_

\_\_\_\_\_

Archivist recommendation to the Archives Sub-Committee: \_\_\_\_\_

\_\_\_\_\_

### Archives access information:

#### 1. Physical access: (if requested)

Date of access: \_\_\_\_\_

Users signature on access: \_\_\_\_\_

Items accessed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Items returned: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Checked by: \_\_\_\_\_

#### 2. Digital access:

Date materials provided: \_\_\_\_\_