

**FORM II**  
**Agreement for AAR Space Use**

The AAR has limited space for archaeological use. In order to make such spaces available to a variety of affiliated projects, the use of these spaces is carefully controlled and kept to mutually agreed upon deadlines. It is hoped that these deadlines may also be useful to Project PI's as a means of encouraging materials analysis to set deadlines.

The following rules regulate the use of AAR spaces for Affiliated Project use:

1. AAR spaces are for study and analysis, not for storage. The length of time materials may be housed and studied in AAR spaces is mutually agreed upon with the Affiliated Project PI, not to exceed 1 year.
2. The Mellon Professor has sole discretion in what spaces may be allocated for Project use.
3. Materials transported from excavation sites and/or Soprintendenza depositories must be accompanied proper authorization which indicates the agreed upon time of housing in the AAR.
4. Any archaeological materials that remain in AAR spaces after the agreed-upon deadlines will be returned to the relevant Soprintendenza at the expense of the Affiliated Project.
5. TECHNICAL Excavation equipment – total stations, levels, scanners, etc. – may be stored in AAR spaces with approval and again to agreed-upon end-dates. Storage of this material over the term of the affiliated project is possible, but upon the end of the project, the equipment must be removed.
6. Time extension of space use must be made to the Mellon Professor, using this form, and indicating reasons for extension and proposing a new end date.
7. NO hazardous materials may be stored in AAR spaces. The activities to take place in all spaces should be described in the application below.
8. An inventory of all archaeological materials, in excel format, must be provided upon entry into AAR spaces.

**Name of Affiliated Project:**

Name of PI:

PI Contact Information:

Email

Phone

Specialists Contact Information:

Name

Email(s)

Phone (s)

Materials to be studied:

Quantity (crates):

Activities Performed:

Duration of use:

Beginning date:

End date:

Extensions: List reasons for extension and requested extended End Date:

Signature of PI

*For AAR Use:*

Space allocated:

Mellon Professor: