The Harry Ransom Humanities Research Center recognizes that it may be necessary for patrons to hire or appoint researchers to work with Ransom Center materials on their behalf. The staff will try to accommodate such requests subject to the following conditions:

1. Patrons who hire or appoint proxy researchers must themselves be registered properly with the appropriate Ransom Center division and are expected to complete and sign all necessary forms. Patrons are responsible for any photoduplication expenses incurred on their behalf by proxy researchers.

2. Proxy researchers will be subject to all the Ransom Center’s rules and regulations and must complete and sign all appropriate forms as well.

3. Financial arrangements are to be negotiated directly between patrons and their proxy researchers. The Ransom Center does not participate in any negotiations or arrangements, nor does it recommend rates of hire.

4. It is the responsibility of patrons to communicate clearly their research needs to their proxy researchers. Ransom Center staff will provide routine orientation and reference assistance.

5. If they elect to do so, the library and curatorial divisions may keep lists of individuals who are willing to conduct research for hire. However, the sharing of these individuals' names and addresses with patrons does not stand as an endorsement by the Ransom Center of their abilities.

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