



The Welsh Archaeological Trusts



REQUEST FOR INFORMATION FROM THE CLWYD-POWYS REGIONAL HISTORIC ENVIRONMENT RECORD

Your details		Purpose of your enquiry (please tick relevant box)	
Name		Commercial	Pre-planning
Organisation			Environmental Impact Assessment
Address			Developer Funded Report
		Educational	Student assignment/thesis
			Lesson/lecture preparation
			Academic publication
		Other	Personal interest
			Metal detecting
Media research			
Agri-environment research			
Telephone			General publication
E-mail			

Information you require Please state below your area of interest (locality, parish or national grid reference) and the site or find type you are interested in. Please provide as much detail as possible to enable us to process your enquiry efficiently.

Enquiries of a commercial nature are subject to a cost recovery fee of £60 per hour (+VAT) to cover the cost of staff time. For commercial or larger enquiries we provide basic information in CSV (for Microsoft Excel) format. We also provide an HTML document detailing the full descriptions for all sites listed. If you require data in any other format additional time and therefore cost may be incurred.

Conditions of access to the regional HER

- Information obtained from the HER shall only be used for the purposes stated.
- Information obtained from the HER shall not be passed to a third party without written consent.
- Users shall ensure expert archaeological advice is sought on the possible effects upon the archaeological resource of any proposed developments with which they are involved.
- Users will be responsible for checking that the information obtained from the HER is correct.
- The copyright on information held in the HER will be respected.
- Information obtained from the HER shall be acknowledged in any document or published report.
- Users are requested to make any new or amended archaeological information available for incorporation within the HER.
- The boundaries of any Scheduled Ancient Monuments shown on any maps provided are intended to act as a guide only. Cadw should be contacted for definitive information.
- Information about any Listed Buildings provided is intended to act as a guide only. Cadw should be contacted for definitive information.
- Restrictions may be made on the quantity of information released to any single User. Restrictions may be applied if it is considered that there is a danger that this might result in the uncontrolled use of significant portions of the record or the establishment of a competing and unregulated database.

The Data Protection Act (1998)

There is a right to access to the HER to inspect personal information held in the HER enquiries database and on paper. This information is collected for the purposes of administering Welsh Archaeological Trust records and providing archaeological advice. The information will be used to monitor and improve the services offered by the Welsh Archaeological Trusts. It will not be provided to any outside agencies or individuals. If you have a query or concern regarding this please contact the relevant Welsh Archaeological Trust (contact details to be found on the Welsh Archaeological Trusts' Guidelines for Access and Charging page).

I agree to abide by the above conditions of access

(failure to complete and sign the request form will invalidate a request for information)

Signature

Date

for office use only

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