

## Requests to Visitors

① Advance online booking is required to use **rare books** in the reading room.

\* General books other than rare books can be reserved in advance, but it is also possible to read them on the day without reservation.

Please check all the notes below and make your reservation by 15:00 two business days prior to the date you wish to use the reading room. Our library staff will contact you about the reservation result.

- The reservation will be first-come-first-served basis. When you make a reservation, please choose from forenoon, afternoon or full day use.
- Please be sure to enter the call number and name of the material you wish to view. Each person can view up to 50 books in 10 titles of materials per day (among them, rare books are limited within 25 books in 5 titles, or fewer).
- If you want to use the reading room for consecutive days, please request a reservation for each day. Depending on the congestion situation of the day, we may not be able to accept it.
- Please wash your hands and gargle frequently while using the reading room.

② The Opening Hours will be from 9:30 to 16:30 (Admission ends at 15:30).

③ Photocopies will be delivered by mail later except for the materials that can be photocopied by the visitors.

④ Please do not put the reference book back to the bookshelf but be sure to put it on the book trolley.

⑤ Eating and drinking are not allowed in the break room. Please use the rest area outside the room for drinks.

[Advance online booking for reading room](#)