

**CENTRE FOR ENVIRONMENTAL DATA AND RECORDING
(CEDaR)**

INFORMATION REQUEST FORM (NON-MARINE)

Name:	_____		
Organisation:	_____		
Address:	_____ _____ _____		
Telephone no.:	_____	Fax:	_____
Email:	_____		

QUERY DETAILS			
Site name:	_____		
Grid reference (s):	_____		
PLEASE ATTACH MAP SHOWING THE SITE BOUNDARY			
If a buffer is required around the site, please specify distance eg 1km, 2km etc			
Data requirements:	Full species list:	<input type="checkbox"/>	
	OR		
	Species of known conservation status	<input type="checkbox"/>	
	OR		
	Named species (please list below):	<input type="checkbox"/>	
Named species:	_____ _____		
Other details required:	_____		

USE FOR ENQUIRY DATA			
Education:	<input type="checkbox"/>	Land Management:	<input type="checkbox"/>
Research:	<input type="checkbox"/>	Environmental Impact Assessment:	<input type="checkbox"/>
Conservation:	<input type="checkbox"/>	Planning application	<input type="checkbox"/>
Other:	_____		

Continued overleaf

DATA REPORT

Information supplied would normally include:

Species names (both scientific and common), Grid ref, Site, Date, Recorder(s), Recorder's comment, NI BAP status

Other requirements:

Please note that data are normally supplied in EXCEL format

If permission is granted to release data, I/we understand the following:

- Data supplied by CEDaR are free. However, a charge *may* be made to cover the time and costs for the data search and presentation. No charge is made if there are no records available.
- If no records are available on the CEDaR databases, this does not necessarily indicate an absence of records for a given area or species.
- CEDaR, Ulster Museum disclaims responsibility for the accuracy of the data. The data are only likely to be accurate for the day on which they were collected, therefore you are advised to verify the data supplied.
- Data are released with the understanding that CEDaR and the originators of the records are acknowledged in all uses of these data.
- Data supplied by CEDaR will not be used for any purpose other than that stated above, nor communicated to any person other than those directly involved.
- CEDaR will be provided, upon request, with a copy of relevant sections of any report resulting from this information request.
- CEDaR will respond to you concerning your request within seven working days.

Signed: _____ Date: _____

**PLEASE EMAIL OR POST THIS FORM TO CEDaR STAFF,
MARKED 'INFORMATION REQUEST'**

Email: cedar.info@nmni.com

Telephone: 028 9039 5264

Fax: 028 9039 5004

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National Museums NI
153 Bangor Road
CULTRA
Co Down BT18 0EU

OFFICE USE ONLY

MEMBER OF STAFF _____

DATE RECEIVED _____ DATE ANSWERED _____

REQUEST NUMBER _____

CHARGE No Yes Amount _____

RECEIPT ISSUED BY CEDaR FINANCE