

Dear Prospective BIL Subscriber,

Please read this form carefully and follow the detailed instructions. Failure to do so will result in your application being denied. Each application must be manually reviewed for reasons related to university compliance requirements.

Thank you for your interest in the Biofilm Image Library (BIL) data and resources. To gain access to the data, please provide the contact information requested below, and then **email the completed form to help@nedcdata.org**. We will reply promptly with the username and password information that you can use to access the data once the form is reviewed and accepted.

Important Notes About This Form:

- (1) **Please send an editable pdf file created using a tool like Adobe Acrobat.** Include an electronic signature (which is part of the form below). Do not send an image or an image converted to a pdf. Do not send a picture taken on your cell phone. We need an editable pdf.
- (2) **Please enter your legal name, spelled in English with correct capitalization, in the first box.**
- (3) Please enter the official name of your institution (e.g., University of Los Angeles at California). Please do not include abbreviations (e.g., ULAC). List the full name spelled in English.
- (4) **Please list a complete surface mail address that the US Postal Service recognizes. This must be your personal address at your institution.** In my case, this is an address that looks like this:

Joseph Picone
ENGR 718
College of Engineering
Temple University
1947 North 12th Street
Philadelphia, Pennsylvania, USA 19111

Many of our non-U.S. subscribers are having trouble providing this. Please consult with someone at your institution who understands this step. Your address cannot be a generic institutional address. It must include your office, building, etc.

- (5) Your telephone number must be complete and include a country code.
- (6) **You must provide an email address that is registered with Google so we can add you to our listserv (see [Google](#) for more details). Please provide only one email address. This will be what is entered into our listserv, and the address to which we send the account credentials.**
- (7) Please make sure you sign and date the form using an official signature. Electronic signatures, such as those generated by Adobe Acrobat, are fine. Scanned signatures are also acceptable.

We cannot grant you access to our data without successful completion of this form. Please don't hesitate to contact us if you have any questions about this process.

Best regards,



Dr. Joseph Picone
The Biofilm Image Library

The data available from the BIL web site is offered free and without restriction, except for a few conditions below that you must abide by:

- (1) The user should acknowledge the provider of this data using the publication listed in the documentation included with the specific corpus (typically found in the AAREADME file).
- (2) The user will not release data to a third party or redistribute the data. Please have the third party contact us directly by sending an email to help@nedcdata.org.
- (3) The user will not use the data for malicious purposes. This data can be used for research and technology development, but not for uses beyond these broad classifications.
- (4) The data recipient will delete the data from all computer systems when finished with the data.

Contact Information:

Your Legal Name	
Your Institutional Affiliation (Complete Name – No Abbreviations)	
Your Personal Post Office Address At The Above Institution	
Telephone Number (Include Your Country Code)	
Email Address	

Date:

Signature: