

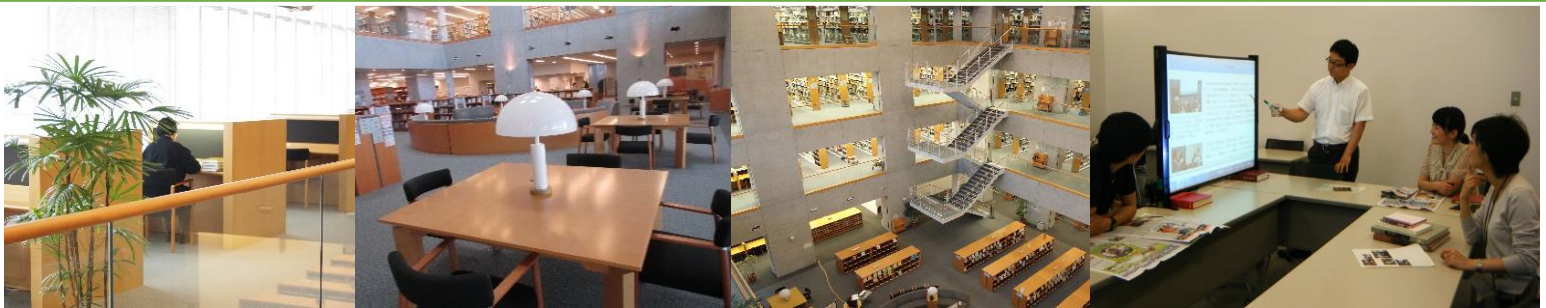
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3-2-2 Wakaba, Mihama-ku, Chiba-shi, Chiba, 261-8545, Japan
Institute of Developing Economies Library, JETRO
TEL:043-299-9716



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Institute of Developing Economies (IDE) Library User Guide

(For Members of the Nagoya University)

Eligibility Faculty, staff, and students of the Nagoya University.

Opening Days and Hours

Opening Days	Opening Hours
Monday to Friday, 1st and 3rd Saturdays	10:00~18:00

Closed Days: Closed on the 2nd, 4th, and 5th Saturdays, Sundays, national holidays, and for year-end/New Year holidays. Also closed on the last weekday of each month for facility maintenance.

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- Copying materials
 - Copying is permitted within copyright law limits. Please inquire at the IDE Library counter about copier use.
- Borrowing materials
 - Present the item, your IDE library card, and your student/staff ID at the counter.

Loan limit: 10 items	Loan periods: General books: 30 days, Statistical books: 14 days
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 - Lending borrowed items to others is prohibited.
- Returning Materials
 - Return items at the IDE library counter. Returns by post are also accepted.
 - Late returns may result in suspension or restriction of borrowing privileges.
- Renewing Loans
 - Bring items to the IDE Library counter before the due date to renew.
 - One renewal allowed, extending the due date by 14 days.
 - Renewal is not possible if the item is overdue or reserved by another user.
- Reserving Materials
 - If an item is on loan, contact the IDE Library counter: 043-299-9713.

IDE Library Card Registration

- Please bring the following required documents to the IDE Library counter to complete the procedure.
Required documents: The IDE Library User Card Application Form (issued by the Central Library of the Nagoya University), and a Nagoya University staff ID or student ID.
- Validity: Until the end of the academic year (or until leaving the university).
- Renewal is required for continued borrowing services in the following academic year.

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- Overdue Materials: Return overdue items promptly. Notices may be sent via email or post.
- Damaged or Lost Materials: If you damage or lose library materials, please report it at the IDE library counter. You will be asked to replace the item or pay its equivalent value.

Contact: Institute of Developing Economies Library, JETRO, Information Service Team E-Mail: LID@ide.go.jp
Address: 3-2-2 Wakaba, Mihama-ku, Chiba, 〒261-8545 TEL: 043-299-9716 URL: <https://www.ide.go.jp/English.html>