**National Taiwan University Library**

**Non-Book Materials Government Publication Number (GPN) Application**

Date: \_\_\_\_\_\_\_\_\_\_\_ (YYYY/MM/DD)

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| **Application Unit:**  Unit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Unit Head:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Processing Clerk: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contact No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Basic Information | | | Notes |
|  | Publishing Institution Code |  |  |
|  | Publishing Institution |  |  |
| ※ | Title |  | 60-word limit |
|  | English Title |  | 60-word limit |
|  | Category |  |  |
|  | Administrative Knowledge Category |  |  |
| ※ | Keywords |  | 30-word limit, with “,” separating words |
| ※ | Producer |  | 25-word limit |
| ※ | Year and Month of Publication |  |  |
| ※ | Content Format | □ 0 Gazette □ 1 Laws and Regulations  □ 2 Overview (Summary)  □ 3 Policy Plan (Report)  □ 4 Research Report □ 5 Statistics  □ 6 Meeting Minutes □ 7 Directory Guide  □ 8 Catalogue Index □ 9 General |  |
| ※ | Type of Information | □ Map □ Music Score □ Audiot  □ Video □ Film □ Microform  □ Overhead Slide □ Pamphlet  □ Other: \_\_\_\_\_\_\_\_\_\_\_ |  |
| ※ | Language: | □ Chinese □ English □ Japanese  □ French □ German □ Spanish  □ Other: \_\_\_\_\_\_\_\_\_\_\_ |  |
| ※ | Target Audience | □ Pre-Schooler □ Adolescent  □ Adult (Administrative)  □ Adult (Academic)  □ Adult (Recreational) |  |
| ※ | Content Summary |  | 300-word limit |
|  | Additional Materials | □ Instruction Manual □ Synopsis  □ Book Version □ Other: \_\_\_\_\_\_\_\_\_\_\_ |  |
|  | Website URL |  |  |
| ※ | No. of Pages/Sheets/ Items |  |  |
| ※ | Price | NT$ | **Price cannot be set at zero** |
| ※ | Quantity Issued | Items (Sets) |  |
|  | (Annual) Printing Cost | NT$ |  |
| ※ | Running Time |  |  |
| ※ | Content Rating | □G □PG □R |  |
|  | Number |  |  |
| ※ | Scope of Broadcasting Rights | □ Home Use □ Public |  |
| ※ | Publication Status: | □ Self-Published □ Outsourced |  |
| ※ | Manager or Owner of Copyright |  |  |
| ※ | Copyright Management Information | Contact Person:  Contact No.: |  |
|  | Notes |  | 80-word limit |

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1. **“※” marks required fields.**
2. For the request, please submit this form along with a photocopy of the cover, circular label, and copyright page of the final proof.
3. 15 copies of GPN publications must be sent to the Acquisitions and Cataloging Division of the NTU Library for collection; 35 copies with a fixed price must be sent to government publishing units for sale purposes. These 50 volumes in total must be sent to the Acquisitions and Cataloging Division and NTU Press.
4. Please inform the Library ASAP of any changes made to the name, address, contact, or fax number of the application unit.
5. Library Contact: Mr. Yu-Hsuan Tsai, Tel: (02)3366-2320, Fax: (02)2369-3601, Email: yutsai@ntu.edu.tw