

**South Dakota State Historical Society
Archaeological Research Center
Archaeological Resource Management System-User License Agreement**

Archaeological Resource Management System (ARMS)

Users Agree That:

1. ARMS will not be used as a substitute for a formal record search;
2. They understand that the Archaeological Research Center (Center) manages the report and site archives on behalf of the State Historic Preservation Officer (SHPO), therefore, Users are required to submit hard and pdf copies of all technical reports, site and survey shapefiles, and other documentation related to cultural reviews, surveys, evaluations, or mitigation work to the Center at the same time as they submit their report to the SHPO. If unable to provide shapefiles, the User may be charged for digitizing the data for ARMS;
3. They shall provide paper and PDF copies of any work, document, or written presentation resulting from use of ARMS data to the Center;
4. The Center shall be credited for ARMS data used in any format or document as “Data accessed on [date] from the online Archaeological Resource Management System, Archaeological Research Center, South Dakota State Historical Society”. If known, further credit may be required for the source of the information (e.g. US Department of Agriculture, Black Hills National Forest);
5. They will maintain the confidentiality of the data or information accessed in ARMS.
6. They will not share their login with any other party;
7. Site specific location information and data obtained from ARMS will not be disseminated in any manner in any format available to the general public;
8. It is their responsibility to verify the accuracy of any information derived from ARMS;
9. They release and hold the State of South Dakota, the South Dakota State Historical Society, and the Archaeological Research Center, and their officers, agents and employees, harmless from and against any and all actions, suits, damages, liability or other proceedings that may arise as the result of use of ARMS data;
- 10. Any violation of these conditions will result in the immediate cancellation and termination of their user license and access to ARMS.**

I (We) agree to the terms listed above and have read and initialed page 2:

Name _____ Email _____

Representing _____ Date _____

If this license is for a corporate user, please list up to 4 additional names of authorized users:

Name _____ Email _____

Name _____ Email _____

Name _____ Email _____

Name _____ Email _____

Completed by the Archaeological Research Center staff (initial):

Date CVs submitted: _____; Date payment r'cd _____; \$ _____

Date signed User License Agreement r'cd _____; Page 2 initialed by applicant _____

Notes:

Additional Information:

The Center maintains archival records for archaeological sites, surveys, technical reports, maps, ArcMap data, photographs, and artifact catalogs. Record formats include paper, PDFs, Microsoft Access databases, ArcMap shapefiles, and an online database, <http://hawken.sdsmt.edu>. Named the Archaeological Resources Management System (ARMS), it is owned, maintained, and updated by the Center. It includes information from Federal, State, and private land within South Dakota. Federal land managing agencies own and control the data they provide. The State owns and controls data from State and private lands.

In order to keep ARMS up-to-date and accurate, it is imperative that reports and related documentation are submitted to the Center when an agency, institution, or business submits the data to the SHPO for review. Delayed submittals or compiling multiple reports over several months to submit once or twice a year creates management problems and is not acceptable. We appreciate your efforts to help us keep the information accurate and available in a timely manner.

Under Federal and State laws the data is only available to professional archaeologists and on an as-needed basis to Federal or State land management agencies. The State of South Dakota is not responsible for the accuracy of the data or liable for any costs of damages incurred by users.

A User License is required to access the non-public data in the online ARMS database and the conditions described above apply.

See Administrative Rules of South Dakota 24:52:05:02 for the current fee schedule.

Applicant's Initials, p. 2: _____; **date** _____