**Gatekeeper Request Form**

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| **Published Book Dissemination**  |
| **Full name:** |  |
| **Institution:** |  |
| **Oceania Academy Member** | Yes, Membership number:  | No |
| **Position:**  |  |
| **Email address:** |  |
| **Phone number:** | Business: Mobile:  |

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| **Purpose of request** |  [ ]  Dissemination of published Book to Oceania Academy membership |
| **Book title:**  |  |
| **Brief description of published Book** (subject, target audience, availability, publisher)**:**  |
| **Please attach relevant documentation:**- PDF of Book cover (for upload to Oceania Academy website)- Contents page/s- Oceania Academy author/s |
| **Preferred distribution method**[ ]  Please tweet via Oceania Academy social media account (*include the brief message and relevant @ /# here*)[ ]  Please include a short message regarding this Book in the next quarterly Oceania Academy newsletter (*include short message here*) |

**Acknowledgements:**

[ ]  Information will be distributed to members electronically and housed on the Oceania Academy website.

*All gatekeeper requests must be approved by the Scientific Education Committee and/or Professional Development & Communications Committee of the Oceania Academy. The Oceania Academy reserves the right to decline a gatekeeper request if it does not fall within the guidelines for appropriate member communication.*

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| **FOR OFFICE USE ONLY** |
| **Name of reviewer/s:**  |  |
| **Date**  |  |
| **Approved by reviewers?** | [ ]  Yes [ ]  No | Comments: |
| **All conditions acknowledged** | [ ]  Yes [ ]  No  | Comments: |
| **Suitable for Oceania Academy members** | [ ]  Yes [ ]  No | Comments: |
| **Approval to disseminate**  | [ ]  Yes [ ]  No |   |
| [ ]  **Request approved** | [ ]  **Request denied** | [ ]  **More information sought** |
| **Notes:** |