Relator terms for rare book, manuscript, and special collections cataloging: Third edition

Prepared by the RBMS Standards Committee

John B. Thomas III, Chair

Standard terms for contributors to the content, production, or provenance of special materials.

The following list of relator terms has been approved for use in rare and special materials cataloging by the Standards Committee of the Rare Books and Manuscripts Section of the Association of College and Research Libraries. It is now published in this third edition.

The present list is a further revision of one originally proposed by the Ad Hoc Committee of the Independent Research Libraries Association (IRLA) in Proposals for Establishing Standards for the Cataloguing of Rare Books and Specialized Research Materials in Machine-Readable Form (Worcester, Mass., 1979), and published in its first edition in C&RL News, September 1980, and in its second edition in C&RL News, October 1981. Comments from members of the rare books, manuscripts, and archives communities have been taken into account in preparing this third edition, and relator terms provided in the second edition of the Anglo-American Cataloguing Rules (AACR2) have been added to the list.

The list, in its first edition, was transmitted to the ALA Resources and Technical Services Division Committee on Cataloguing: Description and Access, with the request that AACR2, rule 21.0D, be amended to allow for the optional use of these terms in special materials cataloguing; this change in rule 21.0D has since been accepted. Relator codes (for use in subfield 4 of the MARC format) have been assigned to all terms authorized in the second edition of this list, and will be requested for those added in this third edition. These codes are published in Appendix 11.D of the MARC Formats for Bibliographic Data (MFBD).

It is the recommendation of the RBMS Standards Committee that this standard list be adopted by all rare book and specialized collections, especially those participating in a bibliographic network.

Purpose

The need for rare book and special collections users to be able to distinguish added entries for different kinds of contributors to the intellectual content, physical production, or provenance of special materials in their collections has long been recognized. Relator terms traditionally have been used in manual cataloguing systems to create discrete special files for access by the names of illustrators, printers, former owners, etc., or to arrange bibliographic records within a single catalogue file in an order reflecting these distinctions.
The IRLA Ad Hoc Committee studied the use of relator terms in MARC cataloguing and found that such terms would be essential if special files were to be created in an automated system. In addition, the use of relators potentially provides the capability of conducting specialized searches in online databases, and of producing valuable output lists, inventories, etc. To derive these benefits in a network environment, however, relator terms and the manner of their use in bibliographic records must be standardized to the greatest degree possible.

This list does not attempt to be exhaustive in enumerating all possible functions a person or body may perform in the production or history of an item or collection. The present list, rather, attempts to give those functions that are considered to correspond to widely accepted types of associations with printed, manuscript, and archival materials. Brief definitions or scope notes are provided where necessary to avoid ambiguity.

**Form**

The list constitutes an alphabetical list of authorized terms and cross-references, following the format recommended in the American National Standard Guidelines for Thesaurus Structure, Construction, and Use (New York, 1980). Scope notes follow terms thought to be obscure or ambiguous or which are to be used in a technical sense. Each term is followed by the cross-references, if any, made to and from other terms in the list. Terms authorized for use are given in capital letters; unauthorized terms appear in lower case letters. The symbols used are as follows:

- **USE** leads from unused synonyms and inverted forms of the term to the term used;
- **UF** (used for) is the reciprocal of the USE reference and accompanies the term to which the USE reference refers;
- **BT** (broader term) refers from a term for a member of a class to the term for the class;
- **NT** (narrower term) refers from a term for a class to the term for one of its members;
- **RT** (related term) is used between terms with a relationship which is not hierarchical in nature when it seems helpful to bring associated functions to the user’s attention.

**Application**

Use of relator terms is voluntary. When they are used in MARC records, relators are entered in subfield 830 in main (100 or 110) or added (600 or 610, 700 or 710) entry fields, as appropriate. For printed books, relators are most often appropriate with 7xx fields; 1xx and 6xx fields are most likely to be used with relators in records for non-book formats.

If a person or body is associated with more than one function, do not repeat the subfield 830, rather, repeat the added entry field as many times as there are functions to be indicated, using an appropriate relator in each case. Alternately, those interfiling various types of relator entries in a single alphabetic sequence may wish only to employ broader terms such as ARTIST in an inclusive manner rather than using specific narrower terms such as ENGRAVER or ETCHER when such usage would result in multiple entries for the same person or body serving in various capacities in a single manifestation of a work.

Institutions with extensive holdings of a single person or firm may wish to employ all the most specific terms in extensively subdivided files. Each institution should apply relator terms in the manner most appropriate to its own needs, while working within this framework of standardized terms to provide the benefit of network interaction.

Some of these relator terms pertain largely or exclusively to “copy-specific” entries (e.g., FORMER OWNER, HONOREE). Cataloguers should be careful to preserve this important distinction in MARC records, using the mechanisms for copy-specific added entries provided by their networks or bibliographic utilities, and providing appropriate copy-specific notes in bibliographic descriptions.

**Revision**

The list of relator terms is maintained by the editor of the Relator Term List on behalf of the RBMS Standards Committee. Updates to the list appear occasionally, published in the library press. Upon the advice of the Standards Committee, the editor shall prepare a new edition for publication. Additional terms for the list should be submitted in writing, including:

1) the scope or use of each term;
2) the reason for need of the term;
3) an appropriate reference structure.

Queries and comments may be addressed to: Chair, Standards Committee, Rare Books and Manuscripts Section, ACRL/ALA, 50 E. Huron Street, Chicago, IL 60611, Attention: Relator Term List.

**Relator term list**

[N.B. Terms preceded by an asterisk (*) appear in the thesaurus for the first time in this 3rd edition.]

**ANNOTATOR**

Use for writer of manuscript annotations on a printed item.

**BT ASSOCIATED NAME**

**ARTIST**

Use for person who conceives, and perhaps also implements, an original graphic design or work of art. Prefer ILL. for book illustrators.

**UF Graphic technician**

**NT ENGRAVER**

**ETCHER**

**ILL.**
LITHOGRAPHER
RT BOOK DESIGNER
CALLIGRAPHER
PHOTOGRAPHER

ASSIGNEE
Use for person or body to whom a license for printing or publishing has been transferred.
RT COPYRIGHT HOLDER
LICENSEE

ASSOCIATED NAME
Use with a name associated with or found in an item or collection which cannot be determined to be that of a FORMER OWNER or other relation indicative of provenance.
NT ANNOTATOR
DEPOSITOR
DONOR
FORMER OWNER
HONOREE
INScriBER
LENDER
SIGNER

*ATTRIBUTED NAME
Use to relate an author, artist, etc. to a work for which there is or once was substantial authority for designating that person as author, creator, etc.
UF Supposed name

BINDER
RT BINDING DESIGNER

BINDING DESIGNER
UF Designer of binding
RT BINDER
BOOK DESIGNER

BOOK DESIGNER
Use for person or body responsible for the entire graphic design of a book, including arrangement of type and illustration, choice of materials, and processes used.
UF Designer of book
RT ARTIST
BINDING DESIGNER
BOOKJACKET DESIGNER
TYPE DESIGNER
TYPOGRAPHER

BOOKJACKET DESIGNER
UF Designer of bookjacket
RT BOOK DESIGNER

BOOKPLATE DESIGNER
UF Designer of bookplate

BOOKSELLER
RT DISTRIBUTOR
PUBLISHER

Bowdlerizer Use CENSOR
CALLIGRAPHER
RT ARTIST

CENSOR
Use for censor, bowdlerizer, expurgator, etc., official or private.
UF Bowdlerizer
Expurgator

*COLLECTOR
Use for person who has brought together material from various sources, which has been arranged, described, and catalogued as a collection. The collector is neither the creator of the material nor the person to whom manuscripts in the collection may have been addressed.
BT FORMER OWNER

*COLLOTTYPER
BT ELECTROTYPER

*COMP.
AACR2 form comp. required. Use for person who produces a work or publication by selecting and putting together material from the works of various persons or bodies.
UF Compiler
RT ED.

Compiler Use COMP.

COMPOSITOR
UF Typesetter
RT PRINTER
TYPOGRAPHER

COPYRIGHT HOLDER
RT ASSIGNEE
LICENSEE

CORRECTOR
Use for corrector of manuscripts, such as the scriptorium official who corrected the work of a scribe. For printed matter, use PROOFREADER.
RT PROOFREADER

*CORRESPONDENT
Use for person or body who was either the writer or recipient of a letter or other communication.
NT RECIPIENT

Counterfeiter Use FORGER

DEDICATEE
Use for person or body to whom a book, manuscript, etc., is dedicated (NOT the recipient of a gift).
RT DEDICATOR

DEDICATOR
Use for the author of a dedication, which may be a formal statement or in epistolary or verse form.
RT DEDICATEE

*DEPOSITOR
Use for person or body placing material in the physical custody of a library or repository without transferring legal title.
BT ASSOCIATED NAME

Designer of binding Use BINDING DESIGNER
Designer of book Use BOOK DESIGNER

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Designer of bookjacket Use BOOKJACKET DESIGNER
Designer of bookplate Use BOOKPLATE DESIGNER
Designer of type Use TYPE DESIGNER

DISTRIBUTOR
RT BOOKSELLER
PRINTER
PUBLISHER
SPONSOR

DONOR
Use for donor of a book, manuscript, etc., to present owner; donors to previous owners are designated as FORMER OWNER or INSCRIBER.
BT ASSOCIATED NAME

*ED.
AACR2 form ed. required. Use for a person who prepares for publication a work not primarily his own, such as by elucidating text, adding introductory or other critical matter, or supervision of editorial staff.
UF Editor
RT COMP.

Editor Use ED.

*ELECTROTYPER
BT PLATEMAKER
NT COLLOTYPER

ENGRAVER
BT ARTIST
NT METAL-ENGRAVER
WOOD-ENGRAVER

ETCHER
BT ARTIST

Expurgator Use CENSOR

FORGER
UF Counterfeiter

FORMER OWNER
Use for person or body owning a book, manuscript, etc., in the past. Include person or body to whom book was once presented as named in a statement inscribed by another person or body; person or body giving book to present owner is designated as DONOR.
BT ASSOCIATED NAME
NT COLLECTOR

Graphic technician Use ARTIST
[Formerly an authorized term; deleted in this 3rd edition.]

HONOREE
Use for person in memory or honor of whom a book, manuscript, etc. is donated.
BT ASSOCIATED NAME
UF Memorial

ILL.
AACR2 form ill. required. Use for person who conceives, and perhaps also implements, a design or illustration, usually to accompany a written text.
UF Illustrator
BT ARTIST
RT ILLUMINATOR
RUBRICATOR

ILLUMINATOR
RT ILL.
RUBRICATOR

Illustrator Use ILL.

Imprimatur Use LICENSOR

INSCRIBER
Use for person who signs a presentation statement.
BT ASSOCIATED NAME

*INTERVIEWEE
RT INTERVIEWER

*INTERVIEWER
RT INTERVIEWEE

*LENDER
Use for person or body permitting the temporary use of a book, manuscript, etc., such as for photocopying or microfilming.
BT ASSOCIATED NAME

LICENSEE
Use for original recipient of right to print or publish.
RT ASSIGNEE
COPYRIGHT HOLDER

LICENSOR
Use for signer of license, imprimatur, etc.
UF Imprimatur

LITHOGRAPHER
BT ARTIST

Memorial Use HONOREE

METAL-ENGRAVER
BT ENGRAVER

PAPERMAKER

PHOTOGRAPHER
Use for person or body responsible for taking photographs, whether they are used in their original form or as reproductions.
BT ARTIST

*PLATEMAKER
NT ELECTROTYPER
STEREOTYPER
RT PRINTER OF PLATES

Plates, Printer of Use PRINTER OF PLATES

PRINTER
Use for printer of texts, whether from type or plates.
RT COMPOSITOR
DISTRIBUTOR
PRINTER OF PLATES
PUBLISHER
TYPOGRAPHER
PRINTER OF PLATES
Use for printer of illustrations from plates.
UF Plates, printer of
RT PLATEMAKER
PRINTER
PROOFREADER
Use for corrector of printed matter. For manuscripts, use CORRECTOR.
RT CORRECTOR
PUBLISHER
RT BOOKSELLER
DISTRIBUTOR
PRINTER
RECIPIENT
Use for person to whom correspondence is addressed.
BT CORRESPONDENT
RUBRICATOR
RT ILL.
ILLUMINATOR
SCRIBE
Use for maker of pen-facsimiles of printed matter, as well as for amanuensis and for writer of manuscripts proper.
RT TRANSCRIBER
SIGNER
Use for person whose signature appears without a presentation or other statement indicative of provenance. When there is a presentation statement, use INSCRIBER.
BT ASSOCIATED NAME
SPONSOR
Use for person or body which sponsors or funds the production of a work, e.g., the entity “under the auspices of which” a work was written, printed, published, etc.
RT DISTRIBUTOR
STEREOTYPER
BT PLATEMAKER
Supposed name Use ATTRIBUTED NAME
*TRANS.
AACR2 form trans. required. Use for person who renders a text from one language into another, or from an older form of a language into the modern form.
UF Translator
*TRANSCRIBER
Use for person who prepares a handwritten or typewritten copy from original material, including from dictated or orally recorded material. For makers of pen-facsimiles, use SCRIBE.
RT SCRIBE
Translator Use TRANS.
TYPE DESIGNER
Use for person who designed the type face used in a particular item.
UF Designer of type
RT BOOK DESIGNER
TYPOGRAPHER
Typesetter Use COMPOSITOR
TYPOGRAPHER
Use for person primarily responsible for choice and arrangement of type used in an item. If the typographer is also responsible for other aspects of the graphic design, (e.g., BOOK DESIGNER), added entries for both functions may be used as desired.
RT BOOK DESIGNER
COMPOSITOR
PRINTER
TYPE DESIGNER
WOOD-ENGRAVER
BT ENGRAVER

RBMS Standards Committee members for 1986–87 were: John B. Thomas III (chair), University of Texas at Austin; Dianne Chilmonezyk, Stanford University; Michele Cloonan, University of Illinois GSLIS; Alan Degutis, American Antiquarian Society; Jackie Dooley, University of California, San Diego; Rebecca Hayne, University of California, San Diego; Sara Shatford Layne, University of California, Los Angeles; Hope Mayo, Pierpont Morgan Library; Elisabeth Betz Parker, Library of Congress; and Joe Springer, Mennonite Historical Library, Goshen College.

Call for papers:
“The Language of Leadership”

Ann H. Eastman, President of ALA’s Library Administration and Management Association, is seeking papers for recognition at the LAMA President’s Program in New Orleans on July 10, 1988. Papers should address the importance of effective communication in leadership. Leadership development is a high priority in LAMA, and communication is essential to the leadership process.

John Gardner defined leadership as “an interaction that involves a two-way flow of communication and influence.” Members of the library community should have much to say on those subjects.

A one-page description of potential papers should be submitted by November 15, 1987, to: Ann H. Eastman, 5010 Newman Library, Virginia Tech, Blacksburg, VA 24061. A short list of papers will be compiled by early December. Completed papers should be submitted by March 1, 1988. The authors of the papers selected will be notified by March 15, 1988. For further details, see the September 1987 issue of Library Administration & Management.