



Museum Regulations

The museums of the Stiftung Preußischer Kulturbesitz (Prussian Cultural Heritage Foundation) house objects of outstanding cultural value and significance in their exhibition rooms. They allow visitors open access to superior works of the collections largely without barriers, trusting in appreciative and appropriate behaviour. It is therefore essential that visitors to the museums comply with the following regulations:

I. Opening hours

Please refer to the notices on display and the public announcements.

II. Ticket prices for permanent exhibitions

Please refer to the notices on display and the public announcements.

Concessions

The reduced rate is generally 50% of the admission fee. The reduced rate applies to schoolchildren, students, those engaged in national or community service, unemployed persons claiming „ALG I“ job-seekers' allowance, and severely disabled persons (with at least 50% reduction in earning capacity), on presentation of the appropriate identification.

The following are eligible for free admission:

- a) Children and young people up to the age of 18
- b) Schoolchildren in supervised groups on educational outings
- c) University / college students in scheduled lecture time accompanied by a lecturer
- d) Members of the International Council of Museums (ICOM) and the German Museums Association, on presentation of the relevant identification
- e) Members of the Freunde des Musikinstrumenten-Museums e.V., on presentation of the relevant identification
- f) Holders of press ID / accreditation cards
- g) Persons in receipt of transfer benefits („ALG II“ unemployment benefit, social welfare benefit, basic allowance or benefits under the German social welfare law for asylum seekers) and in possession of the relevant identification
- h) Persons in possession of a medical certificate confirming that they are required to accompany a severely disabled person where this requirement is noted in the disabled pass
- i) Visitors to the SIM-Café

III. Ticket prices for special exhibitions

Special exhibitions may be subject to an admission charge based on the type and size of the exhibition and set at the discretion of the Stiftung Preußischer Kulturbesitz. The criteria for reductions and free admission listed in section II may also differ.

IV. Groups

Groups of 10 people or more wishing to visit a museum must register in advance. Only groups with a confirmed reservation are guaranteed entry. Guided tours led by external guides are possible for a fee, and the museum has to be notified in advance. School groups that have registered in advance and are guided by a teacher are exempt from the fees, as are registered student groups with their own guides. The Musikinstrumenten-Museum of the Staatliches Institut für Musikforschung makes an effort to facilitate visits to its exhibitions and the use of the museum as a site of education and leisure to as many groups as possible. Even with advanced planning, visitor traffic can become congested, particularly around the collection highlights. We ask all groups to treat each other with consideration. When necessary, events and guided tours organized by the Staatliche Museen have priority over external tours or groups without guides. Group sizes are limited for safety reasons, generally to a maximum of 25 people. In special exhibitions, there may be different rules for group visits, particularly for external tours.

V. Conduct in the exhibition rooms

Interaction with delicate art objects and cultural assets requires particular care and measures to protect them from damage. Appropriate and cautious conduct is not only required for the protection of the exhibition objects, but also to show consideration towards other visitors.

1. Bulky or sharp objects (e.g. briefcases, camera cases, tripods, umbrellas and backpacks and bags larger than 30 x 20 x 10 cm) must be checked into the cloakroom or stored in a locker.
2. Storage options for bags, backpacks and suitcases are very limited. The museums cannot accommodate items bigger than carry-on luggage.
3. Heavy jackets and coats and wet clothing may not be taken into the exhibitions for conservational reasons. Please follow the instructions of the museum staff on these matters.
4. Coats, jackets and shawls are not to be carried folded over your arm through the exhibitions. Sweaters or cardigans may be carried with you. However please take care to ensure that the items of clothing do not touch any exhibits.
5. Necessary mobility aids may be taken into the exhibitions.
6. Pushchairs and mobility aids can also cause damage to exhibits. Therefore, where necessary, visitors are asked to use the buggies, wheelchairs or aids provided during their visit to the museum.
7. Parents may not piggy-back their children or carry them on their shoulders.
8. Eating and drinking are prohibited in the exhibition rooms. Feeding babies is permitted.
9. Smoking is banned in all areas of the museum buildings.
10. Apart from trained support dogs, animals are not permitted in the exhibition rooms.
11. The use of laser pointers and selfie sticks is prohibited.
12. No telephone calls may be made or answered in the exhibitions.
13. Only pencils may be used in the exhibitions.
14. Free-standing objects are not to be touched. Leaning on vitrines and walls is prohibited.
15. All visitors are liable for any damages they cause in accordance with legal stipulations.

16. In the case of deliberate or negligent triggering of the alarm systems, the visitors responsible will be liable for the costs incurred.

17. Teachers and guides of groups, along with other individuals in charge of groups must ensure the appropriate and considerate behaviour of the children and young people they are accompanying. In particular, they are responsible for ensuring that these regulations are adhered to.

VI. Photos and Film Footage

The written permission of the museum management board is required to show film footage and photographs taken in the museum for commercial purposes of any kind. The museum management board also has the right to impose a general ban on photography in exhibitions and exhibition rooms.

VII. Museum staff

Any instructions issued by museum staff must be heeded. In dangerous situations, these instructions may go beyond the specific instructions on conduct already listed in these regulations. Anyone failing to comply with the museum regulations or causing a disturbance within the museum may be asked to leave the museum. If this should happen on more than one occasion, a temporary or permanent museum ban may be issued.

VIII. Scope of validity

The Foundation Board of the Stiftung Preußischer Kulturbesitz ratified these museum regulations on 2.7.2018. They shall enter into force on 1.11.2018 by order of the President of the Stiftung Preußischer Kulturbesitz. I hereby publish these museum regulations.

Berlin, November 2018

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