

**Admission Regulations
for the Railroad Depot in Chomutov
National Technical Museum**

I. NTM BUILDING

The National Technical Museum (hereafter only NTM) is an allowance organization, legally operating under its name and carrying the responsibility arising therefrom. The controlling agency is the Ministry of Culture the Deed of Foundation by Decision of Minister of Culture no. 3/2013 of June 20, 2013, ref. no.: MK-S 7202/2013. The NTM serves the function of a museum in the sense of public statute § 10 paragraph 6 law # 122/2000 Sb., regarding the preservation of museum collections and changes in several additional laws. Its purpose is to acquire, collect, permanently preserve, inventory, professionally assess and present to the public such items.

Centre for Building Heritage Plasy is branch of the National Technical Museum, Pivovarská 5, 331 01 Plasy (hereafter only “museum”).

II. OPERATING HOURS

- 1)
- 2) The NTM reserves the right to adjust these hours as necessary, including limiting access to various halls and public places.
- 3) Last entry is 30 minutes before closing time.

III. MUSEUM VISITS

- 1) All public sections of the museum are freely accessible to individuals.
- 2) Entry to the museum is via the main staircase. Normal entry and exit is via the revolving doors of the main entrance.
- 3) Entry into the museum is permitted only after purchasing a ticket. The Museum does not have public toilet facilities.
- 4) Admission price is specified in the Price list of the National Technical Museum.
- 5) Each ticket is valid for only one entry, and expires upon leaving the museum building. Tickets are not transferrable. Tickets cannot be refunded after purchase.
- 6) There is no charge for using the cloakroom. Before accessing the museum's exhibits, visitors must check any larger pieces of luggage and other such items in the museum's cloakroom. Security personnel will decide whether any particular item must be checked. Visitors are responsible for their own unchecked belongings while in the museum's building.
- 7) Groups of children and students are the responsibility of their teacher or guide, even if they are moving about the museum independently.
- 8) Information about the museum's programs and activities is provided by NTM personnel, and is available at the information desk.
- 9) Responsibility of the NTM for damage to visitor's property is governed by applicable public laws.
- 10) There is no charge for photographing or video recording inside the museum. It is permitted for private use only. Use of tripods, monopods, selfie sticks, flashes or external lights is prohibited, and photographic activity must not interfere with other visitors' movement or access.
- 11) Photography and video recording in the Center for Building Heritage Plasy for commercial, scientific, documentary or similar purposes is permitted only with a written agreement.

IV. PROTECTION OF CULTURAL ARTEFACTS, SAFETY OF COLLECTIONS ITEMS AND MUSEUM PROPERTY

- 1) Visitors are obliged to behave in an appropriate manner throughout their NTM visit, with proper respect appropriate to the historic, social and cultural importance of the NTM collections and building.
- 2) Children under six are allowed to enter the exhibition rooms only when accompanied by adults. For school group visits, the escorting member of the teaching staff is responsible for their students' safety in the museum.
- 3) Persons suspected of being intoxicated, or those wearing dirty or inappropriate clothing may be refused entry into the museum.
- 4) Visitors are obliged to obey instructions given by NTM employees, supervisors or security guards, usually in connection with the collections protection or visitors' security. Failure to adhere to the rules and regulations concerning safety or security can result in immediate ejection from the Museum property, with no reimbursement of admission cost.
- 5) It is forbidden to damage exhibits, objects displayed or other NTM property in any way. In particular, visitors are not allowed to:
 - touch the exhibits, or manipulate them in any other way, or to move the furniture;
 - disobey instructions for the use of information kiosks and exhibits intended for demonstration and interactive education;
 - damage exhibit labels;
 - open the windows and lean out of them, lean over the handrails, sit or stand on the radiators, lift children onto safety railings or exhibits;
 - enter premises not designated for visitors;
 - obstruct any walkway, stair, hall or any other passage;
 - enter premises labeled with “no admittance” signs;
 - touch or manipulate electrical installations;
 - scribble or draw on walls, display glasses or damage them in any way;
 - disturb guided tours or other visitors by being loud (making phone calls, talking loudly, singing without permission, playing recorded music and so on);
 - using mobile phone for calling is not allowed inside of the expositions
 - enter the building with an open drink container or while eating a meal;
 - eat or drink in exhibition rooms;
 - use fire, lights or pyrotechnics;
 - smoke anywhere on the premises. [In accordance with Section 8 of Public Law 379/2005, revised as Section 8 of Public Law 305/2009, smoking is prohibited everywhere in the building, including adjoining public places. Therefore, even 'smoke breaks' will require leaving the museum grounds entirely, which constitutes the end of the visit, and no readmission will be granted.];
 - enter the building with any animals, with the exception of service dogs;
 - enter the building with roller skates, rollerblades, scooters, skateboards, tricycles and similar objects (these may be checked in the cloakroom, if its capacity permits);
 - enter the building with a bicycle;
 - bring in firearms, manual weapons, explosives, flammable and dangerous substances or objects that may cause damage to property or persons;
 - damage or remove exhibit labels and safety railing;
 - litter or pollute museum premises (including improper disposal of chewing gum);
 - leave personal belongings and other objects unattended;
 - cause any sort of disturbance.
- 6) Visitors are liable for any damage they cause, in accordance with general legal regulations.

V. FIRE PRECAUTIONS AND VISITORS' SAFETY

- 1) Besides the policies as mentioned in section IV, visitors are obliged to adhere to safety instructions given during the visit, warning and information notices, and instructions given by the staff in demonstrations and lectures.
- 2) In case of emergency, fire and evacuation, visitors are obliged to keep calm and obey instructions given by the museum and security staff, and leave the building without delay, using marked evacuation routes. Emergency exits are equipped with panic bars.
- 3) If a visitor is stricken by injury or ailment, it is necessary to contact museum or security staff, or the information desk.
- 4) The NTM assumes no responsibility for injuries or damage that visitors may suffer as a consequence of failing to adhere to the posted regulations.

VI. CLOSING PROVISIONS

- 1) Visitors may record requests, complaints and suggestions in the Request book, permanently available at the information desk, or via e-mail at csd@ntm.cz.
- 2) These Admission Regulations are effective as of March 29th 2018
- 3) These Admission Regulations cancel the Admission Regulations of the Center for Building Heritage in Plasy from March 14th 2016, reference number: NTM 579/16..

Mgr. Karel Ksandr
Director General of the National Technical Museum