



International Museum of Ceramics in Faenza - Foundation

Decision number 061 / PR taken on 6th October 2003

SUBJECT: REGULATIONS ON ACCESS TO DEPOSITS.

Access to the deposits is allowed:

- to the management, the curator, scientific experts employed by the Museum, personnel from the restoration department and their coordinators, the exhibition director, the Museum executor, members of the Board of Directors, for reasons connected to their duties;
- to people out with the International Museum of Ceramics in Faenza (researchers, teachers, ceramicists, artisans, artists, etc.) for reasons of study, with authorisation from the Director or a delegate, accompanied by personnel from the deposit, with whom the date of entry must have been agreed previously;
- to people undertaking cleaning duties, maintenance and repairs to the building, furnishings and installations, accompanied by a Museum staff member or a qualified member of the security team.

People from the fields of Art, culture and politics will be accompanied by the President and / or Director and perhaps also members of the Board of Directors as well as a member of Museum staff or a qualified member of the security team.

Museum personnel charged with accompanying people into the deposits, are responsible for these visitors during the entire time of their stay in the deposits.

Personal information will be recorded in a register regarding people who visit the deposits, including the signature of the Museum personnel charged with accompanying them.

Groups must contain no more than 4 people. Larger groups must be accompanied by extra Museum personnel.

PERMISSION FORM FOR ACCESS TO THE DEPOSITS

Authorisation is given for Mr / Mrs / Miss / Ms

to access the MIC deposits, in accordance with the access regulations and prior agreement with the relevant staff member, to see the following collections:

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For the following reason:

study

publication

thesis

other printed material

ceramic production

reconnaissance / awareness for future cultural exhibitions in the period

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to personally take photographs of the material in the collections stated previously, in accordance with the specific MIC regulations and related tariffs.

Faenza,

Scientific Director

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Date agreed with deposit staff

Telephone number of applicant