

## **Rules for use and access to Library of IVAM**

- In order to use the Library, it is essential to carry an ID, a passport or an equivalent official document. Personal books, notes and laptops are allowed. Scanners and cameras may only be taken into the Library with the authorisation of the librarians, within the limits of the Intellectual Property Law.
- The Museum provides a cloakroom for storing personal items: rucksacks, briefcases, umbrellas, etc.
- The IVAM Library specialises in modern art. Therefore, accredited researchers and students will have preference in the use of its reading room.
- Readers will be responsible for the deterioration, loss or damage of the requested and provided books. They will be asked to replace them. In case it were impossible, they will be asked to pay for a copy or a repaired version, through the means the librarians deem appropriate, irrespective of the legal actions which resulted from it.
- For security and hygienic reasons and to ensure the preservation of the bibliographic collections, eating and drinking are only allowed in the bar. Laptops and mobile phones must be turned off or set to silent mode.
- The computers are exclusively for research purposes and for obtaining information, It is not allowed to use them to access games, chats, email. etc. or surf internet contents which are unrelated to the purpose of the centre.
- The library staff will provide help and advice on all services, and assist you to find the desired information.