



Datum / Date	
Vorgangsnr. / Reg. No.	

Terms of use for the Study Room of the Vorderasiatisches Museum

In addition to the general house rules of the Kunstbibliothek, the following terms of use apply to the handling and the photography of objects of the Vorderasiatisches Museum (VAM). Please note that objects can be provided for a maximum duration of one week.

Before the end of your stay, make sure to contact the Duty Curator via email.

Handling the objects

Some cuneiform tablets are contaminated with mold. The mold is no longer active, but can still cause allergies. People with pre-exposure can protect themselves with an FFP2 mask. The mandatory wearing of gloves also protects.

The objects from the collection have different states of preservation and handling always involves a risk that the objects may be damaged. Therefore, objects must be treated with the utmost care and attention. Additional instructions must be followed strictly. Any change in the condition of the objects should be avoided.

- Provided nitrile / latex gloves are required to be worn while handling the objects.
- Tablets must be handled at the table and only over the provided mat.
- Please make sure to hold objects from underneath to avoid damages. Objects should not be propped up on the sides of their boxes or on other objects; this includes pens, modeling materials etc.
- Due to the potential for damage by metal calipers, they may not be used.
- The making of wax or other impressions is not permitted.
- Please place the object back into its original box in the exact same position it was received.
- It is not permitted to pass objects directly to another student.
- In the event of any damage to the object please inform the Duty Curator and the office of the VAM **immediately!** (telephone number: 030 / 266425601).
- The objects must be kept in the locker whenever you leave the study room. Please leave the key at the counter.

Object photography

- Photographs may be taken for research and study purposes only and they may not be published. This includes publications in social media.
- Only in exceptional cases, your own photographs of object details may be published with a written permit from the Director of VAM.
- Publications of photographs require a written inquiry to the Director.
- For photographs showing the object in its total, only photographs belonging to the VAM may be published.
- Please be considerate to other users in the study room while taking photographs.

I hereby confirm that I have read, understand and agree to these terms of use.

Date / Signature