

# **Visitor Regulations at the Musée Magnelli, musée de la céramique, and the Musée National Picasso, *La Guerre et la Paix***

## **Preamble**

The Musée Magnelli, musée de la céramique serves a public service mission, which consists of preserving, exhibiting, and enriching through acquisitions a valuable public heritage. Everyone is invited to access and enjoy this heritage. The Musée Magnelli, musée de la céramique, has been awarded the "Musée de France" label.

Falling under the national competence of the national museums of the 20<sup>th</sup> century in the Alpes-Maritimes, the Musée National Pablo Picasso, *La Guerre et la Paix*, is subject to the present visitor regulations in accordance with the agreement between the City of Vallauris and the Service des Musées de France.

The mission of the museum's reception and security staff members is to welcome, provide information, and ensure optimum visit conditions, as well as the safety of individuals, property, and buildings. They are responsible for enforcing these regulations under the authority of the museum's director.

All visitors are required to follow these protective and security measures and not disrupt the proper conditions of museum visit.

## **ARTICLE 1**

Except for specific provisions, these regulations apply to:

- Individual visitors or groups visiting the Musée Magnelli, musée de la céramique; the Musée National Picasso, *La Guerre et la Paix*; the temporary exhibition space of the Eden Room and the municipal halls that may host exhibitions organized by the museum.
- Individuals or groups authorized to use some facilities for meetings, conferences, workshops, performances, receptions, or other events.
- Any person outside of the museum staff present in the premises even for professional reasons.

These individuals and visitors are required to comply with the instructions of the museum's reception and security staff at all times.

## **TITLE I ACCESS TO THE MUSEUM**

## **ARTICLE 2**

Unless temporary provisions to the contrary, the museum is open to the public every day of the week except for Tuesdays, the weekly closing day, and specific holidays, in accordance with the provisions of Article 3, at the following hours:

- July 1 - September 15: 10:00 AM-12:30 PM, and from 2:00 PM to 6:00 PM,
- September 16 - June 30: from 10:00 AM to 12:15 PM and from 2:00 PM to 5:00 PM.

Opening hours may be exceptionally modified for temporary exhibitions. For school groups and adults, admission can start at 9:00 AM upon mandatory reservations. The museum reserves the right to change its days and opening hours. This decision will be widely communicated to the museum's audience (through posters, communication materials, etc.).

### **ARTICLE 3**

The museum is closed on January 1, May 1, November 1, November 11, and December 25.

### **ARTICLE 4**

In cases of absolute necessity (such as maintenance work or move of collections for restoration or exhibition purposes) and/or for security reasons, the museum management or its representative(s) may, without prior notice, decide to fully or partially close the museum. There is no requirement to provide a reason to the public for such closures. Any modifications to the regular access conditions will be widely communicated to the public via signage.

### **ARTICLE 5**

Every evening, evacuation procedures from the premises begin approximately 15 minutes before closing. The doors of the bookshop close 10 minutes before the museum's closing. Admission tickets are no longer sold 30 minutes before the museum and exhibition areas are close to the public.

### **ARTICLE 6**

On exceptional requests, the museum management may occasionally extend the regular access and visit hours for certain groups and individual visitors.

### **ARTICLE 7**

Evening visits may be organized on a regular or exceptional basis.

### **ARTICLE 8**

Admission to the museum is subject to a fee. The admission fees, guided tours, and activities are determined by the City Council of Vallauris or the Mayor, as well as the conditions under which certain visitors may qualify for free or reduced admission.

Current admission fees are on public display.

Admission fees can also be found on the website of the city of Vallauris Golfe-Juan.

Admission fees are displayed at the museum's admission desk where tickets are issued.

### **ARTICLE 9**

As part of the Vigipirate security plan or for imperative security reasons, visual inspections of the contents of bags and luggage may be carried out by the museum's reception and security staff at the entrance of the site. Such inspections may also be conducted at any time at the museum entrance and in every area of the museum. Staff may deny entry to a visitor who refuses to comply with this request. For imperative security reasons, staff may conduct inspections of items a visitor is carrying, with the visitor's consent, both upon entry and exit from the establishment. The inspection will be conducted in a manner that preserves the dignity

and privacy of the individuals involved. In case of a visitor's refusal, the museum management may request inspection by the competent judicial police officer.

#### **ARTICLE 10**

Access to the museum is subject to compliance with these visitor regulations, and the possession of a valid admission ticket issued at the admission desk. This applies even to visitors exempt from admission fees or benefiting from a reduced rate. Unannounced checks of tickets may be conducted within the museum. Anyone not adhering to these regulations may be asked to leave the premises by museum reception and security staff.

#### **ARTICLE 11**

Individuals with reduced mobility in wheelchairs are allowed in accessible areas of the museum, which includes a portion of the ground floor. A P.M.R. ramp can be installed on request at reception for access to Musée National Picasso *La Guerre et la Paix*. The museum disclaims any responsibility for potential damage caused by or to wheelchairs.

All other means of transportation or locomotion are prohibited within the premises.

#### **ARTICLE 12**

It is prohibited to bring the following items into the museum:

- Weapons and ammunition of all kinds.
- Explosive, flammable, or volatile substances; illegal products or substances.
- Dangerous, foul-smelling, excessively heavy, or bulky objects that could disturb other visitors or pose a danger to the exhibited works.
- Artworks or antique objects, except with express authorization from the museum's director or authorized representatives.
- Animals (except guide dogs for the visually impaired).
- Beverages or food.
- Plants, insects, or biological substances that could be harmful to other visitors or works of art.
- Voluminous backpacks or bags.
- Non-collapsible umbrellas.
- Canes, hiking sticks, and crutches, except those necessary for the elderly or disabled with rubber tips.
- Motorcycle or bicycle helmets.
- Tripods and camera support devices like selfie sticks.

#### **ARTICLE 13**

The maximum visitor capacity at the Musée Magnelli, Musée de la céramique is 187 people, including staff.

The maximum visitor capacity at the Musée National Pablo Picasso, *La Guerre et la Paix*, is 19 people, including staff.

In the temporary exhibition hall of the Eden Room, the maximum visitor capacity is 100 people. The maximum visitor capacity mentioned above may be adjusted based on current sanitary regulations and will be communicated to the public on the website and via signage.

#### **ARTICLE 14**

Access to exhibition halls during the setup and dismantling of exhibitions is prohibited to the public as well as specific external participants under certain conditions. The closure of certain

areas of the museum does not entitle admission ticket refunds. Information in this regard will be provided at the museum's admission desk to prevent any disputes.

## **ARTICLE 15**

Access to the museum's permanent collections and temporary exhibitions is subject to the mandatory deposit of:

- Canes, hiking sticks, and any pointed, sharp, or blunt objects; canes and hiking sticks with tips are allowed for the elderly or disabled people.
- Umbrellas, unless they can be folded and carried in clothing or a handbag.
- Suitcases, briefcases, backpacks (small backpacks are tolerated if they are held by hand or carried in front), baby carriers, shopping bags, motorcycle helmets, and other large bags and luggage (larger than or equal to 30 cm x 30 cm), except for regular-sized handbags and small pouches.
- Tripods or flashes for cameras.
- Reproductions and casts of artworks.
- Any liquid substance or spray can.
- Umbrella strollers for the transportation of young children.

For security reasons, the acceptance of a deposited bag or package may be subject to inspection and visitors may be required to open it.

Based on the reception area's capacity, museum agents may refuse to store objects they deem incompatible with the museum security, especially large objects or luggage.

## **ARTICLE 16**

For certain exhibitions, the museum management reserves the right to prohibit cameras or other photographic devices.

## **ARTICLE 17**

In the event of suspicious belongings, visitors may be asked to open them at any time during the visit.

## **ARTICLE 18**

All deposited items must be picked up on the same day before the closing of the museum. Objects not picked up at closing time are considered lost and found items. Lost and found objects are brought to the admission desk and can be claimed there upon presentation of an ID. After a 48-hour period, unclaimed items are handed over to the Municipal Police of Vallauris Golfe-Juan. Any suspicious object found in the museum may be turned over to the appropriate authorities for potential destruction.

## **ARTICLE 19**

The museum management disclaims all responsibility for loss or theft of any item left in the umbrella stands.

## **ARTICLE 20**

It is prohibited to deposit:

- Cash and securities.
- Checkbooks.
- Valuables, especially jewelry.

- Fur coats.
- Photographic, cinematographic, and audiovisual equipment, except for tripods.

Deposits made in violation of this article are done at the depositor's own risk and peril.

## **TITLE II GENERAL VISITOR BEHAVIOR**

The museum is a place of preservation and public display of its entrusted collections, as well as a place of life, exchange, study, and leisure. In general, visitors are required to observe safety instructions and avoid causing any disturbance through their behavior, attire, or speech, which might disrupt the smooth running of events and museum visit, or cause any other inconveniences. Perfect courtesy is expected towards both the museum staff and anyone present in the museum.

Any action that may jeopardize the safety of individuals, property, or buildings is strictly prohibited.

Appropriate attire, in line with good manners and public order, is required; visitors cannot enter the museum barefoot, shirtless, in swimwear, or in an attire that does not conform to customary conventions.

### **ARTICLE 21**

In particular, every visitor is strictly forbidden to:

- Enter the museum while intoxicated.
- Cross barriers and devices designed to keep the public away and, except in case of emergencies, use emergency exits or take emergency stairs.
- Touch the exhibited works and props.
- Examine the works with a magnifying glass or flashlight, except with express permission from the museum management.
- Lean on showcases, pedestals, and other display elements.
- Apply graffiti, inscriptions, posters, dirt marks anywhere in the museum.
- Engage in running, shoving, sliding, or climbing.
- Disturb other visitors with noisy behavior, especially by using electronic devices or mobile phones.
- Make phone calls in the museum's exhibition spaces (visitors are strongly encouraged to deactivate their phones in situations where they may disturb others and their visit).
- Litter or throw paper or trash on the floor, including chewing gum.
- Smoke or use an electronic cigarette.
- Eat or drink.
- Conduct fundraising activities within the establishment.
- Engage in any form of commerce, advertising, or propaganda, distribute leaflets of any kind (except for advertisers and partners expressly authorized by the City of Vallauris Golfe-Juan).
- Speak loudly in public (except for lecturers, within the limits of discretion).
- Exhibit disruptive, insulting, violent, aggressive, or indecent behavior, speech, gestures, or attitude towards staff and other visitors.
- Use spaces and equipment in a manner inconsistent with their intended use.
- Manipulate safety equipment (fire extinguisher, fire hydrant, alarm box, etc.) without reason.
- Open and close windows and emergency exits without any safety-related instructions.
- Cross barriers set up to protect the exhibition works and props.
- Approach the works within thirty centimeters.
- Point laser pointers or any other instruments at the works.

- Make copies of works in any form.
- Impede the flow of visitors.
- Move around on roller skates, scooters, and other wheeled devices.
- Leave personal belongings unattended, even for a moment.
- Take notes while leaning on the walls or museum installations.
- Carry a child on one's shoulders.
- Lie down on benches or the floor.
- Block passageways and exits, especially by sitting on steps.
- Use ink, gouache, and pastels.
- Plug a device into an electrical outlet.
- Leave minors unattended.
- Photograph the contents of books for sale at the bookshop.

## **ARTICLE 22**

Children under 12 must be accompanied by an adult, except for workshop-tours supervised by a mediator from the visitors' department.

Parents of minor children and anyone responsible for supervising children are accountable for their actions.

In case of inappropriate behavior, minors between the ages of 12 and 18 may be asked to leave the museum by surveillance agents.

## **ARTICLE 23**

Furthermore, religious and cult practices are prohibited within the museum, as are all acts of political proselytism.

## **ARTICLE 24**

Visitors are required to follow the instructions given to them by museum staff for health, safety, and service reasons.

## **ARTICLE 25**

A "Guest Book" is made available at the museum's reception for visitors to express their impressions, suggestions, and comments. They may also do so on the museum's social media platforms, in compliance with regulations concerning freedom of expression.

## **ARTICLE 26**

Failure to comply with the provisions of this regulation may result in the offender being expelled from the museum. The intervention of law enforcement may be required when necessary, and visitors may be subject to legal action if applicable.

### **TITLE III SPECIFIC PROVISIONS REGARDING GROUPS**

Groups start at 10 people min. and must not exceed 50 people, guide included.

However, since access to the Picasso chapel is limited to 19 people, the museum management reserves the right to split groups not to exceed this capacity.

#### **ARTICLE 27**

Group visits can take place during the hours specified in Article 2 or outside of those hours according to arrangements made by the museum.

#### **ARTICLE 28**

Group visits must take place under the ongoing surveillance of a chaperone who undertakes to enforce the provisions of this regulation, maintain order and discipline within the group.

#### **ARTICLE 29**

Even if the group is led by a guide, the group's chaperone must nonetheless remain present at all times. School groups must be accompanied by a teacher, assisted, if necessary, by animators, guides, or additional chaperones.

#### **ARTICLE 30**

In the event of multiple chaperones, one of them will act as a tail-end. For school groups, a minimum of one chaperone is required for every 8 kindergarten children, one for every 12 primary school children, and one for every 15 children from middle school onwards.

#### **ARTICLE 31**

Guided tours can exclusively be conducted by the following individuals:

- The museum director.
- Staff from the museum visitor's department.
- Individuals authorized by the management of the Musée National Pablo Picasso, La Guerre et la Paix, as well as lecturers from RMN-GP.
- Educators with their students.
- Members of other authorized organizations, including tourist agencies, duly authorized by the museum's management.
- Guides from the Vallauris Golfe-Juan tourist office.
- National licensed tour guides holding a valid professional card.
- Museum curators holding a professional card issued or recognized by the Ministry of Culture and Communication.
- National lecturers.
- Individuals authorized by the museum's management on a case-by-case basis.

In the interest of the public, the museum reserves the right to take action against chaperones who do not meet these requirements.

#### **ARTICLE 32**

Group visits must not inconvenience other visitors, and may be split up for this purpose. All group visitors must remain close to the group's chaperone. Group visitors must maintain a smooth flow during their visit for the comfort of all other visitors.

#### **ARTICLE 33**

The museum management may, at any time, restrict the usual access and visit conditions for groups based on factors such as the museum's capacity or any other element it will deem relevant.

## **TITLE IV**

### **PHOTOGRAPHY, RECORDINGS, AND COPIES**

#### **ARTICLE 34**

Artworks may be photographed or filmed in the museum's exhibition halls, provided that no flash or tripod is used, and for private use only, to the exclusion of all public or commercial uses.

There may be specific photo restrictions in temporary exhibition halls indicated at the entrance hall or near the artworks.

The museum disclaims all responsibility for any undeclared public use.

#### **ARTICLE 35**

The use of incandescent lamps, flashes, tripods, or supports requires special written authorization from the museum management.

Professional photography, movie shoots, radio or television recordings also require authorization from the museum management.

For the Musée National Pablo Picasso, such requests should be made to the Direction des musées nationaux des Alpes-Maritimes and may be subject to a fee, without prejudice to the rights of the work *La Guerre et la Paix* administered by Picasso Administration and/or ADAGP, if applicable.

#### **ARTICLE 36**

It is strictly forbidden to photograph, film, or make audio recordings of the technical installations or equipment within the building.

#### **ARTICLE 37**

Any recording or photography involving museum staff requires not only the authorization of the museum management but also the consent of the individuals involved. In all cases, the prevailing rules regarding image rights and, where applicable, copyright, shall apply.

In case of infringement of these provisions, the museum disclaims all responsibility towards third parties.

#### **ARTICLE 38**

Any collective or commercial photography or recording must be authorized in writing by the museum management. Those granted such authorizations must comply with the current

regulations as well as any specific requirements, especially concerning the protection of the artworks reproduced, the preservation of order, and any reproduction rights.

#### **ARTICLE 39**

Copying works in the museum galleries requires an authorization from the museum management. Additionally, these copies must be of a different format than the original.

### **TITLE V**

#### **SAFETY OF INDIVIDUALS, ARTWORKS, AND BUILDING**

#### **ARTICLE 40**

Visitors must refrain from any action that could endanger the safety of individuals and property. Any accidents or unusual events must be immediately reported to a security agent.

#### **ARTICLE 41**

In case of a fire, the incident must be immediately reported:

- Verbally to a security agent.
- By using the break-glass boxes located in various museum locations and connected to the control station.

#### **ARTICLE 42**

If evacuation of the building becomes necessary, it shall be carried out in an orderly and disciplined manner under the guidance of museum staff members, and according to their instructions.

#### **ARTICLE 43**

In case of an accident or illness, it is prohibited to move the sick or injured person, give him/her anything to drink, or administer any medication before the arrival of medical assistance. If a doctor, nurse, or first aider among visitors intervenes, he/she should stay with the sick or injured person until his/her evacuation, and provide their name and address to the museum staff member present. An accident report must be completed with an agent at the reception desk.

#### **ARTICLE 44**

Any lost child should be taken to the museum's reception desk.

#### **ARTICLE 45**

Found objects must be handed over to a staff member to be stored at the museum's reception desk.

#### **ARTICLE 46**

It is prohibited to remove or relocate exhibited works during the museum opening hours, except in exceptional cases. Any visitor witnessing the removal of an object or any damage is encouraged to immediately alert a museum staff member.

In accordance with Article R 642-1 of the new Penal Code, visitors may be required to assist museum staff if requested by the competent administrative authority.

#### **ARTICLE 47**

In case of an attempted theft in the museum, alert measures may be taken, including access closures and exit checks.

#### **ARTICLE 48**

Any intentional or unintentional damage caused to an artwork or furniture will result in legal action. Any attempted intentional or unintentional act of damage will require filling out an incident report with a security agent and may result in the same alert measures as an attempted theft.

#### **ARTICLE 49**

A video surveillance system is installed in the various public spaces of the museum to ensure the safety of individuals and property. This installation is governed by prefectural authorization (Law of January 21, 1995 – Article 10.2), and a detailed regulatory display indicates the terms of access and rectification rights.

#### **ARTICLE 50**

In case of excessive crowds, disturbances, strikes, or any situation that may compromise the safety of individuals or property, the museum may be fully or partially closed, or exceptionally change its opening hours.

The museum management will take any measures required by the circumstances.

#### **ARTICLE 51**

This regulation is brought to the attention of visitors through display at the museum entrance and on the City of Vallauris Golfe-Juan website.