

## Specific user regulations for handling items from the graphic art and historic photography collections in the Study Centre

A wide range of items from the graphic art and historic photography collections is available in the Study Centre for research purposes. Since these objects are valuable and often very delicate, we kindly ask users to observe the safety requirements and to comply with the following points:

### General information:

- We kindly ask study collection users to handle the photographic objects, original prints and unique items from the Swiss National Museum's collection in a careful and conscientious manner.
- Please wash your hands thoroughly before using the study collection. Please wear the gloves provided when studying the objects.
- Only pencils may be used as writing tools for taking notes. Do not make or erase any notes or markings on the original items.
- Please always use the aids and base provided.
- Please keep the objects you consult in order.

### Boxes:

- Always hold boxes containing objects level.
- Hold the folders with both hands and use the corresponding base.
- The insert sheets are not to be positioned upright.
- Please use the insert sheets when lifting or turning the objects.

### Cassette boxes

- Objects in cassette folders may not be removed from the plastic folders.

### Albums and books:

- Turn book pages slowly and carefully.
- Please do not remove any loose pages from the books and albums.
- Individual objects such as photographs or cards are not to be removed.

Thank you for complying with these user regulations. If you have any questions or if anything is unclear, we would be happy to help you.