

House rules of the Stadtbibliothek Berlin-Mitte

effective from 1 July 2011

In order for every visitor to have a pleasant and successful stay at our libraries, the following rules apply complementary to the current terms and conditions of use of the Stadtbibliothek Berlin-Mitte (§ 6 para. 1 of the Benutzungsbedingungen für die Öffentlichen Bibliotheken des Landes Berlin (BÖBB) of 6 January 2009).

1. General terms and conditions, scope of application, domiciliary right

1.1 These house rules apply to the following libraries:

- Bezirkszentralbibliothek Philipp-Schaeffer, Brunnenstr. 181, 10119 Berlin
- Bibliothek am Luisenbad, Badstr. 39, 13357 Berlin
- Bruno-Lösche-Bibliothek, Perleberger Str. 33, 10559 Berlin
- Schiller-Bibliothek mit @hugo Jugendmedienetage, Müllerstr. 149, 13353 Berlin
- Hansabibliothek, Altonaer Str. 15, 10557 Berlin
- Bibliothek Tiergarten Süd, Lützowstr. 27, 10785 Berlin
- Kurt-Tucholsky-Bibliothek, Rostocker Str. 32b, 10553 Berlin

1.2 Upon entering our building, you agree to be bound by the terms and conditions of use and the house rules of the Stadtbibliothek Berlin-Mitte in their respective effective versions.

1.3 The head of the library department at the Amt für Weiterbildung und Kultur of the Bezirksamt Mitte von Berlin has the domiciliary rights. The library and security personnel exercise this right on their behalf. They can issue instructions to the visitors that have to be followed.

1.4 If you fail to comply with instructions, resp. if you violate the house rules you may be expelled from the premises and possibly banned from entering the premises.

1.5 Staying at the library outside of opening hours is allowed only after being expressly invited to do so by library staff.

2. Conduct in areas of the library accessible to the public

2.1 Everyone must be considerate of everyone else in the library. Please always conduct yourself in such a way as to not disturb, hinder or endanger other visitors and library personnel.

2.2 Eating and drinking is only permitted in specially designated areas of the library. In all other areas of the library, it is not permitted to bring food and drinks as well as other materials that may stain or damage library property. Any cost that may arise due to damage caused will have to be paid for by the person responsible for the damage.

2.3 Smoking as well as consuming alcohol is forbidden in all rooms inside the Stadtbibliothek Berlin-Mitte, i.e. also in bathrooms, corridors and stairways.

2.4 Only library staff is permitted to open and close windows, turn lights and our devices on or off.

2.5 You may not alter technical devices and library facilities. Library patrons are also not permitted to fix technical malfunctions themselves.

3. Animals, objects, devices / liability

3.1 Animals – with the exception of guide dogs for the blind – are not permitted.

3.2 Bicycles, pieces of sports equipment, large or bulky items of luggage and other objects which disrupt library operations may not be brought into the library.

3.3 The Stadtbibliothek Berlin-Mitte shall not be liable for any other objects brought into the library.

3.4 Feel free to bring your portable computer. Any available, freely accessible electrical outlets can be used to provide electricity. Connecting devices that consume a lot of power to an electrical outlet is forbidden. Personal devices may not be connected to the library's data network.

3.5 You may use your mobile phone at the library. We request that you mute all sounds on your phone during your stay at the library. During events, mobile phone use is not permitted.

4. Miscellaneous

4.1 Non-public areas and offices may be entered only after being expressly invited by library staff to do so.

4.2 Prior written permission from the head of the library department at the Amt für Weiterbildung und Kultur des Bezirksamts Mitte von Berlin is required for all kinds of photography and filming.

4.3 Collections and collections of signatures for petitions are not permitted.

4.4 Displaying posters and presenting materials requires the prior permission of the head librarian.

4.5 Prior written permission from the head of the library department at the Amt für Weiterbildung und Kultur des Bezirksamts Mitte von Berlin is required for any commercial activity, the sales and distribution of merchandise, and commercial advertising.