



HOUSE RULES

PRINT SHOP OF THE GUTENBERG-MUSEUM LIEBFRAUENPLATZ 5 (ENTRANCE SEILERGASSE), MAINZ

Dear visitors,

We welcome you very warmly to the print shop of the Gutenberg Museum and wish you a pleasant stay. At the beginning of your visit we would like to familiarize you with our house rules.

1. the print shop is a workshop - not a playground. Machines are in use here where you can get injured by inattention or ignorance. For this reason, we ask you to be careful and to pay full attention to our staff. It is also important in the interest of the children you supervise that they follow the instructions and instructions of the print-shop staff. Failure to do so may result in exclusion from the print shop.
2. All visitors are requested to behave in such a way that there is no risk of damage to furnishings and exhibits and that no other visitors are endangered, hindered or restricted. All visitors must take care not to put themselves in danger.
3. Participants in group-specific mediation and /or event formats must generally stay together. The museum and print-shop staff are not responsible for the group. The duty of supervision is incumbent on the accompanying persons of the respective group (exceptions are made if the duty of supervision is guaranteed). The Gutenberg Museum accepts no liability whatsoever, even in the event of non-compliance.
4. Participants in group-specific mediation and /or event formats must be informed in advance by the accompanying persons about appropriate behaviour in the premises of the print shop. For school classes in particular, playing on the premises of the print shop is prohibited. In addition, care must be taken to ensure an appropriate volume.
5. The use of hand printing presses poses an increased risk potential, especially for children (especially under 6 years of age), as they work with a pressure of 200 kg. In order to eliminate the risk of injury, accompanying persons must therefore ensure that children under 6 years of age do not operate the hand printing presses themselves. The respective accompanying persons/parents must take over this part of the practice. The accompanying persons are responsible for



supervision. The print shop does not accept any liability in the event of violating this rule.

6. To carry and consume of food and beverages as well as smoking is not permitted in the print shop.
7. The print shop does not accept any liability for loss of valuable items at the cloakroom. Therefore, please do not leave valuable items in bags that are left at the cloakroom.

Special Provisions for Corona Prevention (Status: May 2020)

1. Visitors and staff are obliged to wear a mouth and nose protection (mask) on the premises of the print shop. If a medical certificate proves that a guest cannot wear a mouth and nose protection for health reasons, the visit is still possible. The medical certificate must be presented to the staff on request.
2. Visitors are required to keep a minimum distance of 1.5 to 2 metres in the rooms of the print shop.
3. In order to guarantee the minimum distance, only a certain number of visitors to the print shop is allowed to be on the premises at the same time. The employees of the print shop check that the maximum number of visitors is observed and, if necessary, regulate visitor traffic.
4. In order to trace possible chains of infection, visitors inside the print shop are asked to leave their contact details upon entry. The provision of the data by the persons concerned is voluntary. The collected data will be stored for 21 days and then destroyed. According to the data protection law in accordance with Art. 13 DSGVO, the persons concerned are informed about the processing of personal data.
5. The information signs in the print shop regarding hygiene and rules of conduct must be followed.

Visitors who violate the house rules may - without prejudice to further measures - be expelled from the house and excluded from visiting the museum or its departments.

We thank you very much for your understanding!



Gutenberg-Museum
Mainz

The house rules come into force with immediate effect on 05.06.2020.
Mainz, 05.06.2020

Dr. Annette Ludwig
Director of the Gutenberg Museum