

BASIC RULES FOR QUERYING FUNDS

When entering the Museum, approach the security **access control** and show your identification. Indicate there the service to which it is addressed.

Once you access the consultation room, you can only do so with:

- ✓ pencils or pens
 - ✓ booklets
 - ✓ laptop without protective case
- ✓ Remember that in the room it is not allowed to consume **food or drinks** of any kind during the consultation.
- ✓ Out of respect for the rest of the users, you must try to **remain silent**, so mobile phones must be disconnected or silenced before entering it.
- ✓ The order of the consulted documents must be respected and not altered.
- ✓ It is very important that in order to avoid irreparable damage to the documents, do not place any object on them, **nor write or trace** on them.
- ✓ **Don't bend** or lean on the documents, as well as any manipulation that could damage, stain or spoil them.