



NAVAL MUSEUM – VISIT RULES

These rules are intended to preserve the objects and works of art exhibited in the Museum. Please cooperate with us to protect our common heritage.

General Rules

- The Museum is located inside the Spanish Navy Headquarters. As any other military establishment, there are certain security protocols which must be implemented. For your own convenience and that of other visitors, you are kindly requested to understand and collaborate with those protocols.
- To get into the Museum you will be requested to show your identity card (DNI) or passport.
- No animals are allowed inside the Museum, except guide dogs.
- Children are welcomed, but make sure that they are properly looked after.
- Works of art are fragile objects and can easily be damaged. Please do not touch them.
- Photographs are not allowed inside the Museum.
- Professional video or photographic reports must be requested and authorized in advance.
- Works of art images have copyrights.
- You are kindly requested to refrain from using your mobile phone.
- Smoking is not allowed inside the building. Food and drinks are not permitted either.
- The Museum has no cloakroom. For security reasons, rucksacks, sport bags, suitcases, briefcases or umbrellas are not allowed inside the Museum.
- Museum rooms will be cleared 15 minutes before closing time.
- Should an emergency occur, please follow the indications of the Museum personnel.
- Anybody disrupting the normal development of the visits will be invited to abandon the premises.

Group Rules

- A group is made up of 10/25 people. If there are more than 25 people, the group will be divided into two smaller groups.
- Group visits must be arranged 10 days in advance.
- The day of the visit, the booking confirmation sent by e-mail will be presented at the Museum's reception desk.
- The group must abide by the booking in advance system.
- The group leader (person in charge) should arrive 10 minutes before the scheduled time.
- If the arranged group visit is cancelled, you are kindly requested to inform the Museum so as to notify the volunteer-guide.
- The group will always be accompanied by a group leader.
- The group will meet in the outside while the leader arranges the visit details. In case of foul weather, the Museum will permit the access to the waiting areas inside the building.
- The group will follow the indications given by the Museum personnel.
- In the interest of all, group members are requested to speak softly.

