

Library – Regulations of use

§ 1 Elucidation

These regulations describe the services and responsibilities for using the library of the LWL-Museum für Kunst und Kultur Münster, its collection, room and equipment.

§ 2 Collection

(1) The museum's library is a specific library for the public and museum's staff, collecting, cataloguing and preparing any media related to its collection of works of art and history.

(2) It stocks more than 150.000 items including monographs, exhibition catalogues, catalogues raisonnés, yearbooks and brochures in connection with the museum's collection. Of special importance is the collection of literature of Westphalian history, numismatic literature and books of the portrait-collection Diepenbroick. Rare books, incunables and manuscripts are exhibited in the museum and abroad.

The library also offers actual art journals, magazines, handbooks and encyclopedias and electronic resources in the reading room.

§ 3 Using the library

(1) The library's stock has to be used in the reading room. Lending out is not possible.

(2) Any museum visitor may use the library's services according to the opening hours and following regulations.

(3) Books stored in secured archives may be ordered for use in the reading room. The library's staff may refuse orders for books required for official use or works of particular value or age depending on their condition.

(4) It is not permitted to enter the library with items of outdoor clothing, umbrellas, briefcases or attaché cases, items of luggage or similar objects.

(5) When using the library, users shall conduct themselves in a manner that ensures safety, order and quiet in the library at all times. Especially smoking, eating and using mobile phones is not permitted. Beverages can be brought in, when in reclosable drinking vessels.

(6) The library is entitled to make arrangements for inspection, which are necessary to secure their stocks. When leaving a supervised area, any books or technical equipment carried by the user must be shown and may be inspected. Users shall allow inspection of any receptacles they may be carrying.

(7) All books, furniture, fixtures and equipment must be handled with care.

(8) Keeping legal copyright regulations is the sole responsibility of the user. The library is not responsible for claims of a third party if illegal behavior is caused by the user.

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(9) Any violation of the regulations will result in termination of the permission to use the library.

§ 4 Opening Hours

(1) Opening hours are Tuesday to Friday, 10:00 am to 6:00 pm.

(2) The library may be closed for urgent reasons. Notice of the closure shall be posted in advance.

§ 5 Fees and Charges

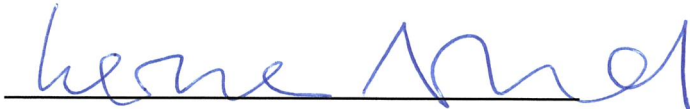
(1) Use of the library is free of charge.

(2) Fees for special services, copies, photographs and the reimbursement of expenses may apply. A pricelist is available from the library staff.

§ 6 Validity

By using the library's service these regulations are accepted. The valid version of the regulations is published in the reading room and online.

Münster, September 1st, 2022



Dr. Hermann Arnhold,
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