

# PRINTS AND DRAWINGS STUDY ROOM GUIDELINES

**REGISTRATION**

* An official form of identification is required for your first visit.

# CLOAKROOM

* Jackets, bags, and backpacks will need to be left in the cloakroom provided. Food and drink (including water) may not be brought into the Study Room.

# LIST OF WORKS

* Prior to your visit, please do send us a list of the works you would like to view. Details about the works can be found in our [Collection Online.](http://www.artandarchitecture.org.uk/search/advanced.html?ixsid=9DFDxhGhc1D)

# INSTRUCTIONS FOR HANDLING ORIGINAL WORKS

* Writing is permitted **with pencil only**. Use of a portable computer is allowed.
* The original works may not be touched.
* Please turn away from the original work if you need to cough or sneeze.
* Study room staff will provide you with further, more detailed instructions for how to handle the original works on site.
* Photography (without a tripod and without flash) is allowed for personal use only.

**WHEELCHAIR USERS**

* The Prints and Drawings Study Room is not wheelchair accessible. Alternative arrangements can be made in advance upon request.