

# VISITOR GUIDELINES

Dear Visitors,

We are happy to welcome you to the Topography of Terror Documentation Center. In the interest of all our visitors and to assure their safety, certain rules are necessary. These Visitor Guidelines are binding for all visitors as soon as they enter the premises of the documentation center. You are obliged to follow any instructions given by documentation center staff. Violations of the Visitor Guidelines can lead to being barred from entering the premises.

## **Conduct on the Grounds and in the Building**

During the Third Reich, the headquarters of the Secret State Police (Gestapo), the SS, and the Reich Security Main Office were located on the grounds of what is now the Topography of Terror documentation center. Today the documentation center is a site for learning and remembering. Please behave in a manner appropriate to the history of the site. Anyone who fails to do so or who disturbs other visitors can be barred from the premises. They can be asked to leave the grounds at any time. This applies in particular to disturbances through excessive noise and to people who are under the influence of alcohol or drugs.

The use of bicycles, skateboards, inline-skates, etc., as well as begging and peddling, are not permitted anywhere on the grounds or in the building. Trespassing on the grounds outside of the marked paths is not permitted.

Parents or adult chaperones (such as teachers or group leaders) are responsible for minors. Please assure that children and adolescents under your supervision conduct themselves appropriately and please remain with your group.

All exhibition space as well as outdoor areas are accessible for wheelchairs and baby carriages.

Animals, with the exception of service dogs, are not permitted on the grounds of the documentation center.

In consideration of other visitors, please avoid making noise or speaking loudly. Mobile telephones must be turned off in the exhibition space. It is not permitted to carry on telephone conversations in these rooms.

Stairways, corridors, and designated emergency escape routes are to remain clear at all times. Emergency exits can be used only in case of an emergency. If an alarm sounds, for your own safety please leave the building quickly and calmly.

No smoking or open flames are permitted in the building or in the locust tree grove. Smoking is permitted only in the designated open areas.

The building can be partially or completely closed to the public under special circumstances or in the case of overcrowding.

The approval of the Topography of Terror Foundation is required before hanging posters or leaving or displaying flyers or other publicity materials.

## **Photography and Filming**

Taking photographs and filming are permitted for private use only. The use of tripods or selfie sticks is not permitted inside the building. Permission to film and take photographs for commercial use shall be reviewed and granted by the Press Office of the Topography of Terror Foundation.

## **Eating and Drinking**

Eating and drinking is permitted only in the café area. Outside food or drink may not be consumed inside the museum.

## **Toilets/WC**

The toilets on the lower level can be reached by elevator. Baby changing tables are located in the wheelchair-accessible toilet facilities.

## **Coat Check**

Coat check and lockers are available for clothing, bags, and backpacks in the lobby at no charge. The Topography of Terror Foundation accepts no liability for damage or loss of coat check items or the contents of the lockers unless this was due to gross negligence on the part of the staff. Use of lockers is limited to the day of the visit during opening hours. Lockers are opened after closing time each day and any contents found therein will be treated as lost property. If a locker key is lost, a replacement fee of € 30 will be charged.

## **Lost and Found**

If you find any objects in the documentation center, please turn them in to the visitor service desk. Lost and found items will be held in accordance with legal regulations.

We would like to thank you for your cooperation. We hope you have an informative and enjoyable stay in the documentation center.

The Director  
Berlin, June 2017