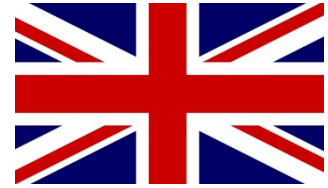




MAISON DE L'EAU
ET DE LA MÉDITERRANÉE



RULES AND REGULATIONS
MAISON DE L'EAU ET DE LA MÉDITERRANÉE
4 RUE ARAGO 66160 LE BOULOU
WWW.MEM-LEBOULOU.FR

SCOPE OF APPLICATION OF THE PRESENT BY-LAW

I. TO THE PUBLIC

This Regulation shall apply in its entirety to :

1. Visitors of the « **Maison de l'Eau et de la Méditerranée MEM** »,
2. Individuals or groups authorized to use certain premises for meetings, conferences, concerts, shows, or various ceremonies,
3. Any person not connected to the services present in the establishment, even for professional reasons.

At all times these people are required to conform to the requirements of the reception and monitoring agents of the « **Maison de l'Eau et de la Méditerranée** » and more broadly, the staff of the establishment.

II. TO THE SPACES

The spaces of the « **Maison de l'Eau et de la Méditerranée** » open to the public include : the reception area, the shop space located before the access control to the museum spaces, the pedagogical room, temporary exhibition space and 3D projection room, located after access control.

Reminder of the practical legal and regulatory requirements to visitors of the Maison de l'Eau et de la Méditerranée

It is strictly prohibited to :

- **Destroy, degrade, damage, intentionally any classified or registered personal property or real property, any preserved object in the Maison de l'Eau et de la Méditerranée, any intended property for the mediation (digital tools, furniture and equipment for workshop , audio-video equipment) seats and furniture made available for the public and the professionals who use them, in agreement with the provisions of Article 322-2 of the Penal Code,**
- **Remain without authorization in the « Maison de l'Eau et de la Méditerranée » apart from public opening hours, in agreement with the provisions of article R 645-13 of the Penal code,**

- **Smoke in all areas** of the Maison de l'Eau et de la Méditerranée, in agreement with the provisions of Article L 3511-7 of the Public Health Regulations,
- **Wear clothing intended to conceal one's face**, in agreement with the provisions of the law n ° 2010-11 92 of October 11, 2010.

ARTICLE 1

This Regulation shall apply to :

1. Visitors of the « **Maison de l'Eau et de la Méditerranée** »,
2. Individuals or groups (authorized to use certain premises for meetings, receptions, conferences, exhibitions, concerts, shows or other events),
3. Any person not connected to the establishment for professional reasons or for training,
4. Punctual speakers.

ARTICLE 2

Opening hours of the Maison de l'Eau et de la Méditerranée

LOW SEASON : 30H00 WEEKLY

SEPTEMBER TO JUNE 6/7 DAYS

MONDAY : CLOSED

SUNDAY : 10AM – 12H30PM
FROM TUESDAY TO SATURDAY
10AM – 12H30PM / 2PM – 5PM

HIGH SEASON : 54H00 WEEKLY

JULY / AUGUST 6/7 DAYS

MONDAY : CLOSED

FROM TUESDAY TO SUNDAY
10AM – 7PM

ANNUAL CLOSURE : 1st AND 8th OF MAY, 1st AND 11th OF NOVEMBER, 25th AND 31st OF DECEMBER

The closing of the Maison de l'Eau et de la Méditerranée to the public can be decided in exceptional circumstances specified, each year, in the calendar of activity of the establishment.

ARTICLE 3

- The Maison de l'eau et de la Méditerranée reserves the possibility of modifying its days and opening hours and grant free access to some of the services it offers (guided tours, workshops, concerts ...). This decision will be widely distributed to the public of the « **Maison de l'Eau et de la Méditerranée** » (poster campaign, communication medium...).
- In case of absolute necessity of service or for reasons of safety, it can be proceeded, by the person in charge of the establishment or their representative, in an unexpected way, with the total or partial closure of the establishment without giving any explanation to the public. These changes to the ordinary conditions of access will be widely distributed to the public by posting.

ARTICLE 4

- The delivery of tickets and the sale of tickets ends 1 hour before the closing of the « **Maison de l'Eau et de la Méditerranée** ». The system set up to accompany visitors to the exit starts no later than 15 minutes before the closing time of the establishment.

ARTICLE 5

- Specific devices (tablets, 3D glasses, lockers) are provided to better appreciate the visit. It is advisable to ask at the reception to benefit from it. Any material made available is the responsibility of the borrower, in case of destruction the borrower will have to pay it back.

ARTICLE 6

- The « **Maison de l'Eau et de la Méditerranée** » declines any responsibility in case of theft of clothing, valuables or any other object, likely to be committed in the enclosure of the establishment.

ARTICLE 7

- Any drop-off in lockers must be removed the same day and before closing. Items not removed will be treated as lost property.

ARTICLE 8

- Lost property is kept by the establishment for 7 days and can be removed at the reception upon presentation of ID. Beyond this period, lost property will be handed over to the municipal police of Le Boulou.
- Any lost property in the establishment of a suspicious nature will be returned to the competent authorities for possible destruction

ARTICLE 9

An appropriate outfit for visitors is required, as well as a perfect correction both to the staff and any other person present in the establishment. Visitors are required to conform to the remarks made to them by the staff of the « **Maison de l'Eau et de la Méditerranée** ». In case of non-compliance, the staff of the establishment will take care at any time to ask the contravener to vacate the premises without delay, without refunding the entrance fee and, if necessary, compensation and legal proceedings.

The following are allowed in the « Maison de l'Eau et de la Méditerranée » :

- Lightweight and space-saving buggies, if their model does not present a danger for the scenographic installations,
- Clutches and handbags in standard format,
- The use of telephone, MP3 player, tablet or laptop is strictly limited to the entrance hall. But are tolerated within museographic spaces without causing inconvenience to other visitors,
- The elements composing the museography can not be filmed or photographed.

PROHIBITED :

It is strictly prohibited to go in the « Maison de l'Eau et de la Méditerranée » with :

- Animals, except for guide animals for people with a recognised disability,
- Weapons and ammunition, explosive substance, flammable and volatile, and in general all dangerous, blunt or putrid substances or objects,

- Rollerblade, roller skates, scooters, helmets and generally any running vehicle not reserved for a handicap,
- Food and drink,
- Any cumbersome or loud object,
- Suitcases, large backpacks, towels, shopping bags and other luggage.

On the other hand, it is prohibited to :

- Take commercial shots of museography or premises without prior authorization,
- Take pictures or film staff members without their agreement,
- Take pictures or film the temporary exhibition,
- Disassemble, move or touch all facilities constituting the museography, except those provided for this purpose,
- Spray graffiti, writing, marks, and to put any support or material in any place of the establishment (walls and windows),
- Cross barriers and devices prohibiting or limiting access to the public, unless with authorization,
- Open or close doors and windows apart from all instructions related to the safety of persons,
- Disturb other visitors by all noisy manifestations,
- Engage in races, sliding or climbing or any other noisy, violent activities,
- It is forbidden to enter the establishment in a swimsuit, shirtless and lie on the floor,
- Urinate or spit in spaces not allocated for this purpose,
- Take collection in the premises of the establishment or to engage in all kinds of businesses, propaganda or advertising,
- Throw out paper, rubbish. Garbage cans are provided for this purpose,
- Leave even a few moments personal items,
- Swim or wade in the outdoor pond or run on the edges.

ARTICLE 10

RECEPTION OF GROUPS :

The reception of groups takes place on reservation, for a self-tour or a guided visit or for an animation.

Group visitors are subject to the same rules as individual visitors.

The director of the establishment may at any time, restrict the usual conditions of access and visits of groups, depending in particular on the capacity of reception, technical constraints or security.

1. A group may be refused admission :

- Depending on the crowd of individual visitors or the number of groups expected if a reservation has not been made beforehand.
- Of a management staff that does not meet safety standards
- If the number of guides, especially in groups consisting of minor children is not adapted to the regulations in force.
- If the number of people in the group is higher than the initial reservation.

2. Behaviour to adapt

- The group leader undertakes to respect and enforce all the provisions contained in the reservation contract (timetables, planned number, events, rates and methods of payment) and to inform the department concerned of any changes.
- The group leader is responsible for collecting tickets for all participants at the box office.
- Group visitors are under the control of a leader who undertakes to enforce all of these rules, the order and discipline of the group. If necessary, the staff of the « Maison de l'Eau et de la Méditerranée » is authorized to intervene.
- Group visitors should not interfere with or disturb other visitors
- Each member of the group must remain close to their leader.

3. Headcount

- The number of each group can not exceed 25 people.
- For school groups and infant associations, it is required at least:

- 1 guide for 8 children under 6 years old
- 1 guide for 12 children over 6 years old
- 1 guide for a group of 15 children over 12 years old

ARTICLE 11

RENTING SPACES

1. The museographic spaces, the conference room, the pedagogical room are available for rent subject to certain conditions, in particular to submit to the strict respect of the conditions in which the authorization was granted to them, as well as to this regulation. If necessary, the management will be obliged to refuse the renting.
 - Acceptance of the Head of the Establishment with :
 - Coherence with the theme of the Establishment,
 - Calendar availability,
 - Deposit of guarantee,
 - Acceptance of the rules and regulations,
 - Complete supplies of proof of entitlement when signing the contract,
 - Checks before and during use.
2. Will be prohibited especially in museographic spaces and temporary exhibition area :
 - Any shooting or recording intended for a commercial purpose,
 - Take pictures or film the temporary exhibition,
 - Rental to individuals.

ARTICLE 12

BOOKING / CANCELLATION

- All bookings are made 1 month prior to the date of arrival.
- Any reservation not followed by attendance and not canceled 48 hours before the service will be charged.

ARTICLE 13

RIGHT TO SPEAK

The exercise of the right to speak is subject to the prior obtaining of a booking or authorization of the head of establishment. Staff members ensure compliance with these requirements. If necessary, they are authorized to prohibit comment, in case of high crowd and to ensure the safety of visitors. In case of incidents on site, any guide or interpreter or group leader of right to speak, must at the request of an agent, submit his official guide card or his professional title giving the right to speak, and his proof of booking.

TO THE RIGHT TO SPEAK ARE ALLOWED :

- Participants authorized or employed by the « **Maison de l'Eau et de la Méditerranée** »,
- Speakers and guides holding a professional card issued by the Ministry of Tourism or by the Ministry of Culture of a member country of the European Union,
- Speakers from national museums,
- Speakers from Ville et Pays d'Art et d'Histoire,
- Conservatives of similar French or foreign institutions holding a professional card,
- Members of other structures, including tourist, authorized and duly authorized for this purpose by the head of establishment,
- French or foreign teaching staff leading a group of pupils,
- Persons authorized by the head of the establishment.

ARTICLE 14

MEDIA

The media may be allowed to take shots, with or without artificial light, or sound recordings, during or outside public opening hours. For organizational and security reasons, these authorizations are submitted in advance to a written request sent to the « **Maison de l'Eau et de la Méditerranée** » **at least 7 working days before the scheduled date**. This request must be motivated and be the subject of a description of the means implemented, from both human and technical point of view. Their implementation is subject to an agreement validated by the head of the establishment. Shooting or sound recording crews must adhere strictly to the conditions under which permission has been granted. These conditions are served by the head of the establishment. For some exhibitions, the head of the establishment reserves the right to prohibit the introduction of film cameras or cameras.

Any recording or filming, of which the staff or the visitors could be the object requires, in addition to the authorization of the head of establishment, the agreement of the interested persons.

ARTICLE 15

INSTRUCTIONS AND SAFETY

- Visitors must comply with the safety instructions posted in the establishment and the exercises that may be in place during the opening period.
- In the event of an alarm, visitors are invited to evacuate the premises, in accordance with the instructions given by the staff, following the evacuation plan without delay and in a calm atmosphere.
- For the safety of all, visitors undertake to open their luggage or packages at the request of the staff of the « **Maison de l'Eau et de la Méditerranée** »
- Visitors abstain from any act likely to threaten the safety of persons and property.

- Any incident or abnormal event is immediately reported to staff members
- In case of accident or dizzy spell, emergency services will be called upon
- Any lost child is entrusted to a receptionist. In case of no presentation of relatives before closing, the child will be given to the police force.
- Any visitor witnessing an intentional theft or intentional damage is entitled to give warning and intervene spontaneously. In accordance with Article R642-1 of the Penal Code, everyone is obliged to lend a hand to the staff of the « **Maison de l'Eau et de la Méditerranée** », when its assistance is required.
- During attempted theft, measures may be made, including the closing of the accesses and the reinforced control of the exits
- Unlawful acts that affect the safety of persons and property against staff officers by reason of their duties or any other person within the building will be prosecuted by the perpetrators
- Cultural and religious practices are prohibited within the building, as well as all acts of political proselytism.

THE STAFF OF THE MUSEUM IN PARTICULARLY THE RECEPTION IS IN CHARGE OF APPLYING THESE REGULATIONS