

Rules for Visitors to MHI Museums

RULES FOR VISITORS TO MUSEUMS OF THE MILITARY HISTORY INSTITUTE PRAGUE

I. Museums of the Military History Institute Prague

The museums of the Military Historical Institute Prague (hereinafter the “museums”) comprise the Army Museum Žižkov, the Military Technical Museum Lešany, the Aviation Museum Kbely, the National Memorial to the Heroes of the Heydrich Terror and the Ruzyně Barracks Riding School – a place of remembrance. The museums are military structures within the meaning of Section 2(1) of Act No. 219/1999 Sb., on the armed forces of the Czech Republic, as amended (hereinafter the “Act”) and are divided into individual exhibitions. All five museums are administered by the Military History Institute Prague (hereinafter the “MHI”), which is a military establishment within the meaning of Section 2(3) of the Act and is part of the Ministry of Defence of the Czech Republic.

II. Opening hours of the MHI museums

1. The Army Museum Žižkov (hereinafter the “**AM Žižkov**”) is open to visitors daily, except Mondays, from 10 am to 6 pm. The last visitor will be admitted to the museum at 5.30 pm.

2. The Military Technical Museum Lešany (hereinafter the “**MTM Lešany**”) is open to visitors:

July and August daily, except Mondays, from 9.30 am to 5.30 pm

June and September on Saturdays and Sundays from 9.30 am to 5.30 pm

The museum is always open from the penultimate weekend in May to the last weekend in September. The last visitor will be admitted to the museum at 5 pm.

3. The Aviation Museum Kbely (hereinafter the “**AM Kbely**”) is open:

May to September daily, except Mondays, from 10 am to 6 pm

October on Saturdays and Sundays from 10 am to 6 pm

The last visitor is admitted to the museum at 5:30 pm.

4. The National Memorial to the Heroes of the Heydrich Terror is open:

All year round, except Mondays, from 9 am to 5 pm

The last visitor is admitted to the museum at 4:30 pm.

5. The Ruzyně Barracks Riding School – a place of remembrance, is open only on selected days, which are published on the MHI website, admission is subject to prior reservation.

6. The opening hours of the different museums apply except for the following public holidays – 1 January, 24 December, 25 December, 26 December and 31 December.

7. Pre-booked groups may visit all museums outside the above visiting hours by prior arrangement with the responsible MHI staff member.
8. Depending on the operating conditions, the visiting days and opening hours of each museum may be adjusted.
9. The MHI reserves the right to close the museums, in full or in part, for operational and technical reasons.

III. Museum admission fees

Admission to all MHI museums is free of charge.

IV. Museum tours

1. Museum tours for individuals are unguided.
2. A guide may be provided for groups by prior arrangement. Guide services are free of charge.
3. Group leaders and educators accompanying school groups must make sure that their group members comply with these Rules for Visitors.

V. Other use of the museums

1. No other use of the museum premises is allowed except by or with the permission of the Director of the Military History Institute Prague, upon written request.
2. Any form of hawking or market stall selling is prohibited at the museums. Exceptions may be granted by AHNM Prague and the MHI Director on the basis of a written application and a signed agreement.

VI. Protection and safety of the MHI collections

1. For the entire duration of their visit to the museums, visitors to the museums (hereinafter the “**visitors**”) must behave with dignity appropriate to the historical, social and cultural significance of the museums, with the utmost respect for the material substance of the museums, the collections and other visitors. Persons under 15 years of age may enter the museums if accompanied by a person over 18 years of age, a legal guardian or a person obliged to supervise them.

2. Visitors must comply with the instructions given by museum employees and museum security personnel. In the event of non-compliance with these Rules for Visitors or the failure to comply with an instruction or order given in the interest of visitor safety or the protection of the museums and the collections, the visitor will be ordered out of the museum and must leave the museum immediately.
3. Within the museums, visitors are only allowed to access the areas designated for the public. Accessing any areas other than those designated for the public is prohibited and the MHI is not liable for any damage caused by violating this prohibition. Areas where the public is not allowed are clearly marked.
4. Visitors must not bring alcoholic beverages, narcotic drugs, poisonous substances, chemicals or firearms (firearms cannot be stored in the museums) to the museums or handle them in any way. Visitors reasonably suspected of being intoxicated or having taken other narcotic drugs, visitors wearing heavily soiled, inadequate or inappropriate clothing, and visitors exhibiting highly anti-social behaviour will not be admitted to the museums.
5. Visitors must not enter the AM Žižkov exhibitions with backpacks, prams, items larger than 50x30x20 cm, umbrellas, trekking poles, etc. Items can be stored in coin-operated lockers that accept CZK 5 or €1 coins.
6. It is not allowed to enter indoor museum exhibitions with bicycles, roller skates, skateboards, scooters, etc. It is not allowed to bring or use roller skates, skateboards, scooters, etc. in the museums. Exceptions include mobility aids and prams where the museum is adapted adequately and unless specified otherwise for the individual museums in these Rules for Visitors. When visiting the AM Žižkov, prams must be left at the Visitor Reception. If you visit the museums with a pram (this does not apply to the AM Žižkov), we strongly urge you not to leave them on staircases and in other visitor areas where they may block escape routes and prevent the smooth flow of visitors. Thank you for your understanding.
7. It is not allowed to bring food and drinks into the enclosed indoor areas of the museums. Smoking, including electronic cigarettes and similar devices, is forbidden in all indoor areas of the museums.
8. Out of respect for other visitors, it is not allowed to use mobile phones or otherwise disturb others with noise (music, singing, loud speech, etc.) while visiting the indoor exhibitions.
9. It is not allowed to enter the AM Žižkov and the various indoor exhibitions at the MTM Lešany, AM Kbely, the National Memorial to the Heroes of the Heydrich Terror and the Ruzyně Barracks Riding School with any animals except guide and assistance dogs. This prohibition also applies to dogs carried in your arms, crates or similar carry bags. Animals are allowed in the outdoor areas of the MTM Lešany and the AM Kbely. However, animals are not allowed to move freely around the premises. The movement of animals outside the indoor exhibitions is only allowed on a leash and with a muzzle. The owner of such animals is responsible and liable for any damage caused by the animals.
10. It is forbidden to damage or endanger the museums, collection items and other property on the museum premises, to touch the exhibited items, to write or paint on the walls or display cases, or to damage them in any way.

11. In the event of damage to the museum or loss or damage to collection items or other property during the visit, all visitors who are present on the museum premises at that time must submit to all security measures (possibly including a security check or pat-down search carried out by members of the Military Police or the Police of the Czech Republic).

12. Access to the terrace of the AM Žižkov café is only allowed in good weather and outside the heating season. On the terrace of the AM Žižkov café, it is forbidden to sit on the terrace railing, step on the wall under the railing or to lean over the railing. The safety of children on the terrace is the responsibility of their parents, supervisors or group leaders. It is also forbidden to touch the flagpole on the terrace or to tamper with it in any way as well as to tamper with the national flag on the flagpole.

VII. Photography and filming at the museums

1. Photography and filming for private use without the use of a tripod and other additional equipment (lighting, power source) is permitted in the museums, unless otherwise stated for a specific exhibit. The use of photographs for commercial, study, cultural, scientific, promotional, etc. purposes is not considered private use.

2. Photography and filming for purposes other than private use is only possible on the basis of a prior written application and with the written permission of the MHI Director, on the basis of a signed agreement.

3. The use of any photograph or footage for purposes other than private use, without prior written permission, will be dealt with under generally applicable legal regulations.

4. At the AM Kbely, taking photographs of the premises of the 24th Transport Air Force Base is strictly prohibited.

VIII. Operation of storage lockers at the AM Žižkov

1. The storage lockers are available throughout the opening hours of the AM Žižkov.

2. Due to the possibility of causing damage to the exhibits or display cases, all visitors must place any items with which they are not allowed to enter the AM Žižkov (see Article VI(5) of the Rules for Visitors) in the storage lockers upon arrival. For the purposes of the Rules for Visitors, oversized luggage means any suitcase, frame backpack, backpack or any packaging designed to carry items with dimensions greater than 50x30x20 cm.

3. In case the visitor does not leave their outer clothing (jacket, coat, etc.) in a storage locker, they must keep it on or wear it tied around their waist, not folded over their arm, during the entire visit to the AM Žižkov. Failure to comply with this requirement is a violation of the Rules for Visitors and triggers a corresponding response.

4. Visitors must keep their documents, money, mobile phones and other valuables with them on the AM Žižkov premises.

IX. Protection and safety of visitors, safety rules

1. Smoking and the handling of open fire are strictly prohibited inside the museums. The prohibition also applies to electronic cigarettes and similar devices. Permitted smoking areas are marked.
2. In the event of a fire, visitors must follow the instructions of the MHI staff. In the event of an emergency, fire and the necessary evacuation of the museum (announced on a local public announcement system), visitors must remain calm and immediately leave the museum using the designated evacuation routes and as instructed by the MHI staff. Emergency exits from the museum are marked with an escape sign.

Important telephone numbers:
112 emergency line
150 firefighters
155 ambulance service
158 police
3. For safety reasons, it is prohibited to carry or use any weapons at the museums, including gas- or spring-powered weapons and replica weapons (this does not apply to children's toys). Exceptions may be granted by the Director of the MHI Prague.
4. For safety reasons, the following is also prohibited:
 - (a) touching and stepping onto exhibits and display cases, unless otherwise stated,
 - (b) touching electrical boxes, signalling equipment and fire extinguishers. With the exception of exhibits and equipment that are intended for that purpose (lockers in the children's programme).
 - (c) sitting and standing on radiators/heaters and window sills at the AM Žižkov,
 - (d) entering areas not intended for visitors,
 - (e) removing or otherwise tampering with any safety barriers erected,
 - (f) throwing rubbish outside the rubbish bins. Visitors must sort waste, which means that each type of waste is collected separately from other types, in containers designated for that purpose, so that it can be recycled.
 - (g) leaving luggage and other items (including prams) unattended on the museum premises.
5. In order to protect visitors, the museum building and exhibits, the outdoor and publicly accessible areas are monitored by a CCTV system. Video recordings with no sound and with the date and time of the recording are kept for no more than 15 days in accordance with the GDPR.
6. In the event a visitor suffers an injury or becomes indisposed during their visit, they may contact any MHI employee. The visitor will then receive any necessary assistance and, where relevant, medical assistance will be called.
7. The MHI assumes no responsibility for any injuries or damage resulting from non-compliance with the Rules for Visitors.

X. Final Provisions

1. Visitors may provide their suggestions, complaints, comments, insights and compliments in writing in the visitors' book that is available at the AM Žižkov visitor reception desk, and at the receptions of all other MHI museums, or by writing to members of the MHI staff.
2. The MHI assumes no liability for injuries or damage resulting from violations of the Rules for Visitors. Compensation for damage to the building, collection items or property of the museum or other facility will be recovered from the person who caused the damage.
3. The MHI is not responsible for any loss of money or personal belongings.
4. Liability for causing intentional damage and for damage or injuries caused by non-compliance with the Rules for Visitors is governed by generally applicable legal regulations.
5. In justified cases, exemptions from the Rules for Visitors may only be granted by the MHI Director.
6. These Rules for Visitors enter into force on 1 February 2023.
7. We would like to thank all visitors of the MHI for consistently respecting and complying with the operational guidelines for visitors.

Approved on 1 February 2023 by

Director of the MHI
Brigadier General Mgr. Aleš Knížek