



Security rules for film and photographer teams in the Pinakothek museums

We wish to point out at the outset that these days it is possible to film and photograph high-quality art reproductions, which the Bayerischen Staatsgemäldesammlungen are more than happy to make available to you. In the interest of the artworks entrusted to our care we would ask you to make greater use of this possibility than in the past.

To enable you to carry out your work smoothly in the Pinakothek museums and other galleries of the Bayerische Staatsgemäldesammlungen and at the same time minimise risks to the artworks on display, we request you to observe the following security rules when filming/photographing original works:

1. To comply with the security rules of the Bayerische Staatsgemäldesammlungen the film/photographer team should be limited strictly to the number of persons necessary. You are expressly requested to use wherever possible only experienced staff familiar with museum conditions. Please apply in advance to the Press Office for the required parking space, citing your vehicle registration number. We trust you will understand that jackets, rucksacks and bags must be handed in to the cloakroom.
2. To authorise your presence in both public and non-public areas you will be issued with a security pass. This must be worn in a way that is easily visible. We would ask you to return this at the end of your filming/photographing work, even if you have been working here for several days.
3. You are further requested to comply with the directions of the staff of the Bayerische Staatsgemäldesammlungen in the interest of the artworks on display and the highly technical installations.
4. If working during opening times you are expected to show due consideration to museum visitors. Cables and equipment should not be a cause of danger. If necessary, they must be secured in a suitable manner.
5. Equipment should never be left unsupervised, particularly not during opening times. When transporting equipment through the building please take care and inform museum staff. Bulky items are to be carried/moved by two persons. Rails for filming equipment are allowed only under exceptional circumstances and with a special permit. Please take every precaution to avoid mechanical damage to artworks and installations. If need be, walls, wall-coverings, floors etc. are to be protected with the aid of suitable rubber mats or sheeting.
6. Due to the displayed artworks' sensitivity to light and atmospheric conditions the museum rooms are as a rule air-conditioned and allow for a balanced distribution of light with an average strength of 300 to 400 lux. This is enough these days to film/photograph the works on display without the need for any additional illumination of the objects or gallery. Any lighting that deviates from these conditions requires special permission.
7. Since standard lighting equipment emits not only rays visible to the human eye, it is necessary to filter out high-energy, ultra-violet rays in particular with the aid of appropriate UV-absorption filters placed on the lens. The absorption capacity of such filters used should be just under 400 nano-metres.
8. Heat-producing lighting equipment must have an appropriate protective filter. Alternatively, heat can be reduced by increasing the distance of the lighting to the artwork. High-pressure



lamps must be suitably equipped to protect against explosion.

9. As a matter of principle, to avoid light damage and keep the dosage of light down to a minimum, the sources of light should be turned off outside lighting rehearsals and the times of actual shooting/photographing.
10. The places for setting up tripods/stands and reflectors should be chosen in such a way to avoid damage to the artworks that could, for instance, arise from handling, a fall or build-up of heat. In particular, the distance to the artworks should be greater than the height of the stands/tripods or other equipment used. To prevent stands/tripods falling over they must always be weighted down with sandbags and supervised by someone during TV shootings and filming.
11. Under no circumstances are you allowed to touch or move artworks. Barriers erected to protect the artworks are not to be crossed. Where there are no such protective barriers you should keep a minimum distance of 50 centimetres between yourself and the walls and objects of art. If you fail to observe this, an alarm will go off.
12. The filming/photographing of extremely light-sensitive artworks such as watercolours, pastel works or textiles requires special permission.
13. For filming/photographing set scenes in the gallery rooms it should be noted that the strength of lighting required for such shootings usually far exceeds the level considered tolerable in conservation terms. For this very reason, special permission is only rarely granted.
14. Filming in the cabinets is not permitted under any circumstances due to the lack of space.
15. If not directly involved in work on the set, you are expected to stay outside the gallery rooms. Although the Bayerische Staatsgemäldesammlungen welcome your interest, we regret that exploring the gallery rooms on your own is not allowed outside opening times.
16. Smoking, eating and drinking are prohibited in all the gallery rooms.
17. Copyright and intellectual property rights of artists and photographers reserved.

Past experience has shown that compliance with these rules has helped the Pinakothek museums in their efforts to provide comprehensive security to the exhibited artworks, visitors, staff and installations. If your work requires you to deviate from these rules, we would ask you to discuss this first with us. Failure to follow the rules can lead to work being suspended immediately by representatives of the Bayerische Staatsgemäldesammlungen. We wish to thank you for your understanding and cooperation in adhering to these security requirements.

I have read the security rules and accept the conditions.

Munich, date _____

Signature: _____