

DESIGN MUSEUM

28 Shad Thames
London SE1 2YD
DesignMuseum.org

Photography, Filming and Audio recording at the Design Museum.

All filming and photography must be arranged and permission must be given in advance by the Design Museum Press Office.

Arrival at the Design Museum:

- **During visitor hours:**

You should come to the Design Museum Offices behind the museum, which is up the ramp and clearly signposted, and report to the receptionist.

- **Out of visiting hours:**

Arrival should be via the security entrance behind the museum, off the small Design Museum staff car park on Shad Thames. There will be a member of staff available to meet you, whose details will be given to you before the day.

If you require parking this should be arranged in advance of your visit. Please note that this will only be possible when the Design Museum car park is not in use.

Please arrive promptly for your allotted time. If you are late it is unlikely that we will be able to accommodate you for as long as you need.

No journalist may enter any of the displays, or touch or move any exhibit.

We ask you not to block any areas such as staircases, doorways, emergency exits, lifts or public access to exhibits.

Any electrical equipment brought into the Museum **MUST** have a valid up-to-date PAT test label. The Design Museum cannot authorise the use of electrical equipment without a valid and up-to-date PAT test label.

Any equipment brought into the Design Museum, whether rented or owned is the responsibility of the visiting organisation which will be liable for any costs arising from damage to the Design Museum caused by such equipment.

There may be filming restrictions with regard to certain objects in the Museum. Please follow guidelines set by Design Museum staff.

Interviews with visitors will not be possible unless agreed with the Press Office in advance, and only in special cases. Filming or interviewing children cannot take place unless you have the full permission in advance of the individual child's parent or guardian.

The majority of filming must take place out of museum visitor hours to avoid disruption for our paying visitors. This means that you may incur staffing costs to be agreed in advance with the Press Office.

For further information please contact Ashley Woodfield, Press Manager on T:020 7940 8787 or E: media@designmuseum.org