

**The Museum of Modern Art  
Department of Photography  
The Erna and Victor Hasselblad Photography Study Center**

**GENERAL RULES AND REGULATIONS**

The Study Center is open by appointment Wednesdays, 1:00 p.m. to 4:00 p.m.. Visitors are subject to the following rules and regulations and health and safety protocols.

1. Appointments are limited to one visitor and classes have to be approved at least 3 months in advance.
2. Appointments are limited to a three-hour maximum.
3. Only materials necessary for research (pencils, paper, laptop computers, notes) may be brought into the Photography Study Center. Personal belongings must be left in the Department's coat closet.
4. PENCILS ONLY may be used.
5. Photographs must remain FACE UP and LIE FLAT. Do not shuffle photographs or pick up more than one at a time. Do not hold works upright and always keep smaller prints on top of larger ones in piles. Visitors may open the mats to examine the works, but DO NOT TOUCH print surfaces or original mounts. If the Mylar is not attached to the mat, it may be picked up carefully and then replaced.
6. Materials may not be leaned on, written on, folded, traced from, or handled in any way likely to damage them. No marks may be added to or erased from the mats. No books, papers or other objects may be placed on the materials.
7. Under certain circumstances, visitors may make traditional or digital snapshots WITHOUT the use of a flash. If you would like to do this, please discuss the possibility with a Supervisor.
8. Upon arrival in the Photography Study Center, you will be instructed about proper handling practices and may be asked to social distance while the Supervisor handles the works.

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**HEALTH AND SAFETY PROTOCOLS**

1. Visitors must wear a mask in the elevator and while in the Photography Study Center.
2. Visitors must wash their hands upon entering the Photography Study Center (Please do not use hand sanitizer, according to a study carried out by the Library of Congress, it is found to cause damage to paper artifacts). For certain materials visitors may be asked to wear cotton gloves.
3. No eating, drinking or chewing gum.
4. Visitors must bring their own pencil and paper to the Photography Study Center.
5. Visitors feeling unwell must cancel and reschedule their appointment.