

## STATUTE USE OF THE FACILITIES OF THE JANKOWICE PALACE

### PRELIMINARY PROVISIONS

1. The Regulations apply to the use of the facilities of the Jankowice Palace, which they consist of a palace and an outbuilding owned by an organizational unit of the Tarnowo Commune Podgórne Pałac Jankowice (hereinafter referred to as the Palace), located at ul. Ogrodowa 2, in Jankowice, plot no. 231 constituting a palace and park complex.
2. Entering the premises of the Palace is tantamount to reading the content of these regulations and to comply with them.
3. The buildings of the Palace are the property of the Tarnowo Podgórne Commune
4. The Regulations are available on the website [www.palacjankowice.pl](http://www.palacjankowice.pl) and in the buildings Palace in designated places: information point on the ground floor of the building the palace and the secretariat of the Local Government Music School of the 1st Degree in Tarnów Podgórny (hereinafter referred to as SSM) in the outbuilding.
5. The palace building is open on weekdays, from 7:00-22:00, on Saturdays and Sundays between 12:00-20:00 and on other days in the time necessary to organize tasks own and commissioned.
6. The outbuilding is open on working days during the working hours of the SSM and on other days in the time necessary to organize own and commissioned tasks.
7. In the buildings of the Palace, rooms made available to the public, including cafes, the library, halls and billiard room can be used within the scope specified with the purpose of a given element of the facility, taking into account its cultural, artistic and recreational purposes. Users are obliged to comply follow the orders and instructions of the Palace employees, the Palace Director and people authorized by him.
8. Visiting other rooms is possible after prior contact setting a date with the Palace Director or a person authorized by him.
9. The palace is covered by a video monitoring system, which is used for securing the Palace facilities against acts of vandalism and ensuring safety for employees and visitors
10. The Palace is the Administrator of the data processed in connection with the use of the Palace image data. Data will be made available only on the basis of a written request from the police, prosecutor's office, court or other authorized bodies.
11. Pedestrian traffic is allowed on the premises of the Palace. Brought bikes please leave in designated places. Bicycle racks are located by the building palace and park.
12. The terms of use apply to the palace and park complex from parks and squares located at the entrance to the park from ul. Edmundowska and Playground regulations posted within its boundaries.

### GENERAL RULES FOR USING THE PALACE'S FACILITIES

1. Information on the Palace and the rules of using the Palace can be obtained at the Information Point, located on the ground floor in the main hall of the palace, front entrance to the building.
2. AED (automated external defibrillator) is located at the point information desk in the palace building.
3. The palace building is equipped with a lift for the disabled, stairclimber and ramp. A lift for the disabled leading to I and The second floor of the palace is located on the ground floor, in the eastern wing of the building. Platform and a stairclimber for the disabled are operated by employees Palace after prior notification of such a need at the information point.
4. Toilets are located on each floor of the Palace buildings. They are on working days free for people using its offer, e.g. seniors, teachers and students SSM and customers of the cafe. On Saturdays and Sundays, toilets are only available to the public participants of events organized by the Palace and cafe customers. In every There is one toilet adapted to the needs of people in the Palace buildings disabled. A baby changing table is located in the public toilet with disabilities in the palace building. For people enjoying

the attractions in the park among others There are two available from the playground, rope park or outdoor gym, free outdoor TOI-TOI toilets, available all days of the week.

5. The dressing room is located on the ground floor of the palace and its use is free of charge and mandatory for all visitors and organized groups using the offer of the Jankowice Palace. Regulations for using the Palace wardrobe can be found at [www.palacjankowice.pl](http://www.palacjankowice.pl) and at the information point at ground floor of the palace building.
6. Baby strollers should be left near the dressing room or in the main hall of the palace.
7. The Palace is not responsible for items left in the palace and annex buildings responsibility.
8. Spectators are obliged to arrive at organized events on time in the buildings of the Palace. After their start, the entrance to the audience is possible only with the consent of an employee of the Palace, during a break between songs or at any other time the duration of the event, which will not reduce the comfort of contractors and other viewers.
9. Entry to selected concerts, performances, film screenings and other events organized by the Palace takes place after presenting a pass constituting a ticket admission. The rules for the distribution of tickets can be found on the website [www.palacjankowice.pl](http://www.palacjankowice.pl) and the information desk on the ground floor of the palace building.
10. Before entering the event, mute or turn off mobile phones. It is forbidden to bring food and drinks.
11. Children may move around the Palace facilities only under the care of their parents, legal guardians or teachers who are solely responsible for their safety.
12. Persons who destroy the equipment, furnishings or other property of the Palace are responsible for the damage caused. For damage caused by minors, their legal guardians are responsible.
13. Persons staying in the facilities of the Palace are obliged to comply following the instructions of Palace employees. In relation to people who do not comply the following measures may be used:
  - a) a call to maintain order and safety rules,
  - b) an order to immediately leave the premises of the Palace,
  - c) calling security, the Municipal Guard or the Police

#### **IN THE PALACE FACILITIES IT IS PROHIBITED TO:**

1. Disturbing order and peace.
2. Consume alcohol.
- 3 Consuming groceries, except for the cafe located on the ground floor in the palace building.
4. Using vulgar or offensive language, insulting other people, behavior in an uncultured manner and contrary to generally accepted principles social coexistence.
5. Smoking tobacco products and e-cigarettes, using drugs or others stimulants, as well as staying in the Palace facilities under their influence.
6. Noisy behavior and running around halls and corridors, roller skating, scooters, skateboards, bicycles and more, as well as sliding down and walking on handrails.
7. Slipping on floors and stairs.
8. Throwing objects.
9. Hanging on curtains.
10. Littering.
11. Destroying, painting, wrapping, writing and devastation in any other way walls, floors, ceilings, devices and equipment of the Palace.
12. Bringing in and bringing in animals, except for a guide dog.
13. Staying in the buildings of the Palace after opening hours.
14. Contribution and Possession:
  - a) narcotic drugs and beverages, psychotropic substances or other substances acting similarly,
  - b) objects that produce noise disproportionate to the circumstances,
  - c) containers for spraying gas, corrosive or dyeing substances,
  - d) explosives and pyrotechnics, including: fireworks, glowing balls, flares or other similarly acting objects

- and materials of any kind potentially fire hazardous,
- e) weapons, including: firearms, white, pneumatic, gas and other,
  - f) all kinds of knives, batons (including those used in sports games), sticks and rods, objects made of metal (in particular: pipes, screws, nails, bearing elements, etc.) and other items that are not allowed forbidden, but by their very nature can be used to conduct contradictory behavior with the law
  - g) other dangerous items.

**WITHOUT THE CONSENT OF THE MANAGEMENT OR AUTHORIZED PERSONS, IT IS NOT ALLOWED TO:**

1. Carry out canvassing or agitation.
2. Distribute and leave leaflets, posters, banners, flags and others advertising and promotional materials.
3. Carry out fundraisers.
4. Use teaching rooms and workshops in the instructor's absence or a teacher.
5. Stay in places that are not allowed or are intended only for Palace staff, including on the roof, external balconies, back rooms, passageways and warehouses.
6. Organize professional photo sessions without the consent of the Palace Director.
7. Organize classes, rehearsals, exercises and other forms of activity indoors public.
8. Organize celebrations and ceremonies.

**THE PALACE FACILITIES CANNOT BE USED FOR EVENTS WHICH:**

1. They hurt religious feelings.
2. They are contrary to generally accepted rules of ethics.
3. They promote values and content prohibited by law.
4. They pose a threat to the facilities of the Palace and the safety of people in it staying.
5. They present content that may undermine the reputation and brand of the Palace.
6. They violate the personal rights of third parties or threaten public order.

**FINAL PROVISIONS**

1. Taking photos in the Palace's facilities is allowed without additional use lighting and without tripod, for private use only. Shooting for purposes commercial use requires the consent of the Director of the Palace or persons authorized by him.
2. The Palace reserves the right to prohibit photography and a ban on audio or video recording during cultural events at the request of the artist.
3. The permission of the participant of the event organized in the Palace facility is not required dissemination of his image in the cases described in the law on law copyright and related rights