

BENDIGO REGIONAL ARCHIVES CENTRE

READING ROOM

Conditions of Access

- All patrons to sign in on entry and sign out on departure
- Patrons to return PROV items to the Staff Desk before signing out
- NO FOOD OR DRINKS ALLOWED IN READING ROOM – fully sealed water bottles permitted
- Pencils must be used at all times – no ink is allowed in the Reading Room

Permitted

- Laptop computers
- Digital cameras or mobile phone cameras (non-flash) – where copies are taken, a Copyright Form (available at the Sign in Desk) must be completed and submitted to BRAC Staff
- Notebooks or sketchpads or loose paper
- Wallets, purses and small bags
- Mobile phones (on silent mode – calls must be taken outside the Reading Room)

Not Permitted

- Clipboards, folders, laptop bags and any other large bags should be stored in the Library Lockers. Lockers are located on the Library Floor directly outside the rear Reading Room door – a \$2 refundable deposit is required, change is available from the Library Desk
- Pens or other ink implements