

Dear Teacher or Guide,

Given the extent of our visitorship, the Uffizi Gallery kindly requests you assist your group in following the basic rules of good conduct, which in turn will help to contribute towards making the visit a more pleasurable experience for all.

Please remember that **groups must not exceed 25 participants**; moreover, we must remind you that inside the museum it is **absolutely prohibited** to:

1. touch the artwork
2. lean against the bases of the sculptures or the walls
3. smoke
4. take photographs or videos
5. throw chewing gum on the floor or leave it in any other place other than the wastepaper baskets provided
6. consume food and/or beverages
7. sit on the floor or rest on the barriers in front of the paintings
8. speak out loud
9. run
10. walk around barefoot
11. carry backpacks, bags, and umbrellas
12. use cell phones

We ask you to keep maintain the discipline of the students to which you are entrusted or in case of a group, to keep members together as much as possible.

The law provides sanctions in case of damage to the artworks. For damages caused by students, accompanying teachers will be held responsible.

In addition, please **comply with any instruction given by our museum guards**.

We must also notify you that every room in the museum is under video surveillance and that for the safety of the artwork and the public, Security will carry out daily inspections.

In thanking you for your compliance with the above, we wish you an enjoyable visit.

The Director of the Uffizi Gallery and Staff