

RULES FOR USING THE PHOTO AND VIDEO STUDIO

1. Users holding a valid Library Card have the right to use the room.
2. The room is subject to reservation.
3. When making a reservation, you should inform Library employees of the number of people going to use the room. All Users are obligated to sign in on the reservation list.
4. Equipment constituting the room equipment should be used in accordance with instructions, whereas in the event of doubts, you should consult a Library employee.
5. If the User notices a failure of the equipment, it should be reported to an employee immediately.
6. The financial liability for any damage to the equipment that is not disclosed at the moment the equipment is made available to them and it is determined when the equipment is returned should be borne by the User and in the case of minors – by their legal guardian.
7. Users under 10 years of age may only use the room when supervised by an adult.
8. The User undertakes to use the equipment for its intended use and in accordance with general safety principles and to make sure it is not damaged.
9. It is forbidden to bring and take out equipment outside the workstation and the room.
10. The User is forbidden from installing their own applications.
11. Once you have finished work, you should log out of the account on which you were working.
12. The library is not liable for any files left at the workstation and active logging sessions to remote servers (webmail, Facebook, etc.).
13. You should keep the space clean.
14. It is forbidden to eat and drink in the room.
15. Users of the room are obligated to comply with the employees' instructions.
16. The room is monitored and any changes thereto are registered.
17. You should leave the room at least 30 minutes before the Library closes.

