

## **RULES FOR GUIDED TOURS VISITS TO CARTAGENA PORT OF CULTURES MUSEUMS**

In order to contribute to the successful implementation of the guided visit and ensure the visitor's enjoyment, it is necessary that the following recommendations are followed.

- At all times respect the instructions of the Guide of Cartagena Puerto de Culturas in charge of the visit.
- The enjoyment of a guided tour does not imply the exclusive use of the guide (except in groups who have made reservations) the place being visited, or other museum and other educational resources administered by the centre.
- The Guide of Cartagena Puerto de Culturas makes his explanation at each identified place, and does not accompany visitors/groups from one museum to another (except for temporary scheduled activities).
- Cartagena Puerto de Culturas reserves the right to set a minimum and maximum capacity of visitors depending on the conditions of the Centre and the type of visits to be carried out.
- The lack of punctuality on the part of the visitors/groups may cause the cancellation of the guided visit.
- When using microphones and speakers in the course of a guided visit, the visitor must follow the guidelines given by the staff responsible for the different centres in order to reduce the noise level in the different rooms.
- The use of mobile phones is limited to those with applications that do not cause discomfort to other visitors.
- In the visits of school groups and/or workshops for children and or minors must be accompanied by a teacher or guardian who will be responsible for those attending, who shall inform them of the obligation of compliance with the rules.

In the event of failure to comply with these rules, the staff of Cartagena Puerto de Culturas is empowered to require their compliance and, in the course of repeated or serious disturbance of the visit, expel the visitor or group of the museum.

