

# Regulation of halls - museum sites rates.

Fondazione Asti Musei manages the main civic museums in Asti. The buildings, which are among the most beautiful historical palaces of the city, contain spaces that can be rented to third parties for private cultural or entertainment activities.

The various spaces can be granted to third parties who request them for cultural and educational initiatives consistent with the aims of Fondazione Asti Musei (seminars, conferences, presentations of books and other editorial and multimedia products, screenings, etc.).

The concession is subject to compliance with the following conditions:

1. The premises are granted, subject to the commitments already scheduled, with the application of the tariffs set out in point 9.
2. The concession of the spaces may be suspended during the periods in which work is being carried out on the Foundation's exhibition halls.
3. Requests must be made no less than 20 days prior to the date of the event, using the appropriate application form.  
In case of availability, it is possible to grant the requested space in a shorter time. Fondazione Asti Musei reserves the right to decide whether or not to accept the request submitted, communicating the outcome.
4. The Foundation guarantees the presence of the room staff and the use of basic technical equipment. Any special technical requirements must be agreed in advance and managed directly by the event organizers, provided that they do not compromise existing equipment and general safety rules. The organizer will bear the costs and operation of any additional equipment. The use of the above mentioned equipment must be authorized by Fondazione Asti Musei which, in any case, shall be exempt from any responsibility for tampering, theft, accidents, damages and anything else that may occur as a consequence of the above. Installation and restoration shall be carried out by the applicant at its own expense.
5. Those who intend to use the spaces made available by the Foundation guarantee the smooth running of the events, compliance with the rules of behaviour and safety and respect for the premises, equipment and goods used. They also assume full responsibility for any damage, however arising, also to third parties and to things belonging to third parties, in relation to the use of the spaces granted, which must be fully compensated to the Foundation in accordance with the law.
6. In compliance with the safety regulations, the staff of Fondazione Asti Musei is authorized to limit the public access to the spaces based on the maximum capacity of the same.
7. Any promotional material relating to the initiative must be sent in advance to the Fondazione for viewing. The organizers undertake to deliver a copy of the produced promotional materials for the archives of the Fondazione.
8. In case of presentation of books, or other publishing products, a copy must be delivered for the archives of the Fondazione Asti Musei.
9. The concession of the conference room is subject to the advance payment of the following fees:

## Palazzo Mazzetti

### Conference room (as per regulations):

Non-profit organizations

- € 120,00 plus VAT per day during regular Museum opening hours
- € 170,00 plus VAT per day outside normal Museum opening hours

Other organizations

- € 220,00 plus VAT per day during normal opening hours of the Museum
- € 270,00 plus VAT per day outside normal opening hours of the Museum

If the same organization books the conference room more than once during the year it will be entitled to a reduction in the rate, namely:

- Package 5/9 bookings 10% discount on the total amount
- Package n. 10/15 bookings 15% discount on the total

### Assistance Service on rooms:

- € 50,00 in addition to the price above.

### Basement floor:

- € 300,00 plus VAT per day

### Hall of Honour:

- € 650,00 plus VAT per day during regular Museum opening hours
- € 750,00 plus VAT per day outside normal Museum opening hours

**Exhibition rooms on the ground floor** (east wing-west wing; when the rooms are not hosting temporary exhibitions)

- € 300,00 plus VAT per day

## Crypt and Museum of Sant'Anastasio

### Hall of "Asti ritrovata"

- € 200,00 plus VAT per day during normal museum opening hours
- € 250,00 plus VAT per day outside normal museum opening hours

## Palazzo Alfieri

### Podium Hall

- € 300,00 plus VAT per day during regular opening hours of the Museum
- € 400,00 plus VAT per day outside normal opening hours of the Museum

If the same organization/company books 2 rooms on the same day: 10% discount

If the same Institution/Company books 3 rooms on the same day: 20% discount

### Commercial photographic services

*(for any museum space)*

- € 100,00 plus VAT every half day