

Explanatory notes on inspecting collection items of the Berlinische Galerie in the Study Hall

The holdings of the Berlinische Galerie are available free of charge to interested parties for academic, journalistic or private studies.

For the presentation of collection objects in the study room, please register via e-mail or telephone with the respective contact person of the collection department (see also Contact by Collection Department).

Due to the limited number of places, there may be waiting times. It is recommended to register at least 3 weeks before the desired date.

In general, the presentation of certain materials and collection items is only possible with confirmed registration.

Number of collection objects per day of use

Due to the sometimes highly sensitive materials (e.g. graphic works or artistic photography), preparation for use can be very time-consuming, which is why a guideline of 30 collection objects per day of use applies, depending on the request. For certain collections, more than 30 objects may be submitted.

Detailed information on many works and objects of the Berlinische Galerie collection - with inventory numbers and often with images - can be found via our website at:

<https://sammlung-online.berlinischegalerie.de/eMP/eMuseum-Plus?service=StartPage&lang=en>

Waiting times for the provision of collection material

Part of the Berlinische Galerie's collection is stored in external depots. For these collection objects and archival materials, the times of provision will be longer. Information on this can be obtained from the respective contact persons in the collection areas.

Limitations

It is possible that individual holdings, selected collection items or archival records may be restricted or temporarily unavailable for consultation for legal or conservation reasons.

Contact by Collection Department

Prints and Drawings

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Photography

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Architecture

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Collection Artists' Archives

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Use in the study hall on site

The use of technical devices (e.g. laptop, smartphone) is generally permitted, but requires permission before use. This permission may be refused or revoked if it endangers the collection.

Writing materials may be taken into the study room. Jackets, bags, food and drinks are not permitted. To protect the originals, fountain pens, ballpoint pens and fineliners are not permitted in the study room. Only pencils may be used for handwritten notes.

Photographs or negatives will be presented by the respective staff members of the collections and may only be touched with protective gloves in exceptional cases.

Independent photography of selected collection objects

Independent photography of collection objects is possible free of charge for selected holdings. After individual consultation with the respective collection departments and staff, it must be clarified on site which objects may be photographed independently.

In general, independent photography is only permitted with devices that allow photographs to be taken without touching or flashing the collection (e.g. smartphone, camera or tablet).

The recordings can be used as desired for private purposes. Any form of publication (e.g. print, online publication, social media, exhibition, etc.) is only possible upon request and subject to a fee.

Reproductions of selected documentary materials

An application is required to order reproductions (copies, scans) of documentary collection materials (especially archival materials) for personal use. It may happen that a reproduction request has to be rejected for copyright or conservation reasons.