

Operating and Visitor Rules for the Chamber Hall at Purkrabství

Article 1 – Introductory Provisions

1. The owner of the Purkrabství building, Vyšehradské sady No. 161, 128 00 Prague 2, is the City of Prague. The manager and operator of the building is the National Cultural Monument Vyšehrad, a contributory organization of the City of Prague. The building is a cultural monument.
2. Operating period: January 1st - December 31st, operating hours according to the program. The multi-purpose chamber hall and the foyer area with a ticket office/coat check (hereinafter referred to as the "hall") located in the Purkrabství building are used for cultural and social events permitted by National Cultural Monument Vyšehrad and rented for private and corporate events. The hall's capacity is set at 80 seats in theater arrangement, 20-30 persons in table arrangement, and 100 standing persons. The hall's equipment includes a stage, chairs and tables, lighting and sound equipment, a projection screen, and a projector. The space for technical operations is on a balcony accessible from the foyer, where the ticket office/coat check is also located. In the administrative part of the building, there is a backstage area for performers with a shower and toilets. The building also houses a café and visitor restrooms. The café remains open during cultural and social events in the hall, unless otherwise agreed.
3. By entering the hall, visitors agree to the conditions of these operating rules. Upon request by an authorized person of the operator or event organizer, visitors must present a valid ticket if their presence in the hall is based on the purchase and proper presentation of a ticket. The ticket is valid only for the specified day, time, and event listed on it.

Article 2 – Visitor Rules

1. Every person entering the hall is required to behave in a way that does not endanger or disturb themselves or other visitors and does not cause damage to the hall's premises or equipment. Visitors must follow the instructions of the authorized persons of the operator and the event organizer, and must maintain cleanliness and order.
2. It is prohibited to enter the hall with animals, except for assistance dogs for the physically disabled. Entry is also prohibited for persons suspected of being intoxicated or under the influence of drugs and other intoxicating substances, and for persons in heavily soiled, insufficient, or otherwise inappropriate clothing and footwear.
3. Children under 15 years of age are allowed to enter the hall only when accompanied by an adult, who is responsible for ensuring the child's behavior complies with these operating rules. Parents, legal guardians, adult companions, or pedagogical supervision are responsible for minors or incapacitated persons in all areas.
4. Visitors to the hall may move only within the designated areas and are not allowed to enter areas reserved for technicians, performers, and other staff. They are also not allowed to manipulate the hall's equipment in any way.
5. It is not permitted to bring alcohol, food and beverages, drugs, toxic and intoxicating substances, glass and sharp objects, weapons, explosives, flammables, oversized luggage, bicycles, scooters, and other dangerous items that could cause harm to health or property into the hall, with the exception of beverages purchased at the Purkrabství café. In the hall, only beverages purchased at the Purkrabství café are allowed to be consumed.
6. Smoking (including electronic cigarettes) and any handling of open flames are prohibited throughout the building.
7. It is prohibited to place promotional and advertising materials throughout the building without the prior consent of the operator.
8. Photography and filming in the hall are prohibited without the event organizer's consent. If photography or filming is allowed, it may only be done with respect for other participants in the event. Any visual and audio materials recorded in the hall or during the event may not be used for commercial purposes without prior consent from the event organizer.

Article 3 – Visits by Persons with Limited Mobility

1. Visits to the hall by persons with limited mobility must be reported in advance by email to pokladna@praha-vysehrad.cz or by phone at 222 513 505.
2. The capacity of reserved spaces in the hall for persons with limited mobility is limited depending on the nature of the event. Before purchasing a ticket, it is necessary to verify the availability of free spaces via the above email or phone number.
3. Entry to the hall will be allowed to pre-registered persons with limited mobility, provided they arrive no later than 15 minutes before the start of the event. Arrival must be reported to an authorized person of the operator or the event organizer.
4. Accessible restroom facilities for persons with limited mobility are located in the Purkrabství building.

Article 3 – Specific Provisions

1. Entry and stay in the hall are conditional upon compliance with applicable legal regulations and these operating rules. The hall operator or event organizer reserves the right to refuse entry or remove any person who does not comply with these operating rules and other legal regulations, instructions from the organizer, or whose behavior is deemed inappropriate.
2. To ensure the safety of all persons, an authorized person of the operator or event organizer has the right to conduct a random personal security check of visitors' luggage entering the hall. By entering the hall, each person agrees to this inspection. Refusal of the inspection is grounds for denying entry to the hall.
3. In case of inappropriate behavior by a visitor, the operator or event organizer is entitled to call the Czech Police.
4. Anyone who notices a defect in the hall's premises or equipment that threatens the safety of persons or poses a risk of property damage is required to report such a defect immediately to an authorized person of the operator.
5. Information about any injury must be reported to an authorized person of the operator or event organizer and recorded in the logbook, which is stored along with the first aid kit in the ticket office/coat check area. The automated external defibrillator is stored in the café bar area.
6. The hall operator and event organizer are not responsible for the loss or theft of items by other persons, except for items placed in a designated storage area (coat check). They are also not responsible for any damage to the property and health of visitors if caused by a violation of the operating and visitor rules or applicable legal regulations.
7. By entering the hall, each person agrees, without further notice, to the free use of their image or likeness as part of any visual recording, transmission, or reproduction of the event for commercial or promotional purposes, in connection with the operator, event organizer, and their contractual partners (e.g., sponsors).
8. The outdoor and indoor areas of the building are monitored by a camera system with recording. The data processor is National Cultural Monument Vyšehrad. The building is equipped with an electronic security system connected to a central protection panel.

Article 4 – Final Provisions

1. Visitors can report any defects or comments regarding the operation of the hall to the operator's staff or send them to the email address sekretariat@praha-vysehrad.cz.
2. Visitors are liable for any breach of these operating rules and for any damage caused to the property of the City of Prague under the management of National Cultural Monument Vyšehrad, in accordance with applicable legal regulations.

These Operating and Visitor Rules were approved by the director of National Cultural Monument Vyšehrad on August 30, 2024.