

**ACCREDITATION FORM  
VILLA TUGENDHAT**

<b>1. PERSONAL DETAILS (*required)</b>	
Title, name and surname:*	
Date and place of birth:*	
Contact address: *	
Permanent address:	
E-mail; telephone/cell:*	
<b>2. EDITORIAL OFFICE (*required)</b>	
Media title:*	
Address:*	
Contact person:*	
<b>3. MEDIA OUTPUT</b>	
Form of media output (e.g.: news article, TV report, blog post, etc.)*	
Scheduled publication date:	
<b>3. FURTHER INFORMATION (*required)</b>	
I am interested in receiving information about the events in Villa Tugendhat to the above email address	YES - NO
I am interested in using photos from the Villa Tugendhat media gallery*	YES - NO
<b>4. SIGNATURE</b>	
By signing the document, the journalist agrees to the terms of accreditation, which are specified on page 2 of this document.	
Date:	Signature:

By signing this document, you give your consent to the processing of personal data. The personal data stated in the accreditation form is processed for the purposes of registration and archiving of the Villa Tugendhat Study and Documentation Centre. It is for the Villa Tugendhat Study and Documentation Centre internal use only and is not provided to any further parties.

### **Conditions for accreditation**

- The completed accreditation form must be sent to petr.dvorak@tugendhat.eu at least 5 working days before the date of the visit.
- Failure to fill in the required information automatically results in accreditation not being granted.
- The Brno City Museum reserves the right not to grant accreditation.
- The decision on granting / not granting accreditation is sent by e-mail within 3 working days from being sent to the given address. If accreditation is granted, the date of the visit, including further instructions, is sent.
- The accreditation granted is only valid for the journalist him/herself.
- The accreditation granted entitles its holder to visit Villa Tugendhat and take photographs that will be used solely for the purposes of their journalism. Any use of photographs for commercial purposes must be consulted in advance with the Brno City Museum and must be subject of a special contract in which the conditions of use will be precisely specified. Failure to comply with this condition will result in legal action.
- While visiting Villa Tugendhat, a journalist is required to move around the building with a MEDIA name tag.
- The accreditation holder is obliged to send at least two copies or an internet link to his/her media output for archival purposes to: Černopolní 45, 613 00 Brno, or e-mail: petr.dvorak@tugendhat.eu. Villa Tugendhat strongly recommends sending the media output for proofreading well in advance of its publication.

### **BY SIGNING THIS DOCUMENT THE ACCREDITATION HOLDER AGREES TO ADHERE TO THE FOLLOWING INSTRUCTIONS:**

- The Accreditation Holder undertakes to adhere to the Villa Tugendhat (National Cultural Monument) Visitors' Rules during their visit.
- The persons authorized to speak for the media on behalf of the Brno City Museum are: Director of the Brno City Museum, Director of Villa Tugendhat, Spokesperson of the Brno City Museum, Curator of Villa Tugendhat and Villa Tugendhat Public Relations Officer. Other employees may only communicate statements to the media with the permission of one of the aforementioned persons.
- If official media photos are used, copyright must be used: © David Židlický.
- Any request to use historical photographs must always be consulted with an employee of the Villa Tugendhat Study and Documentation Centre in advance. The accreditation holder acknowledges that historical photographs are copyrighted and reproduced only with the permission of the owner.
- The accreditation holder acknowledges that the Brno City Museum does not have the right to provide photographs owned by the Tugendhat family. By using these photographs without a written permission of their owner, or by downloading them from www.tugendhat.eu or other websites, the accreditation holder violates copyright law and is subject to legal penalties.
- Villa Tugendhat / Brno City Museum warns accreditation holders that Villa Tugendhat and the objects contained therein are copyrighted works under copyright that has not yet expired. These items are protected by law and, subject to the exceptions and limitations set forth by copyright law, may not be used without permission (license) granted by authors or their heirs under contract. The accreditation holder is therefore obliged to obtain a license to exercise the right to use the work for its intended purpose. Failing to do so may result in liability for any damage resulting from the breach of this obligation.

ACCREDITATION GRANTED:

SIGNATURE: