

House Rules for Program Areas:

Visitor Center CHECK-IN and THF TOWER



Dear visitors, we are delighted to welcome you to the program areas of Tempelhof Airport – Visitor Center CHECK-IN and THF Tower. To make your visit as pleasant as possible and to preserve this listed building, we kindly ask you to observe the following house rules:

1. SCOPE

- 1.1** The Tempelhof Projekt GmbH, represented by its staff and the responsible security personnel (collectively referred to as operational staff), exercises house authority over the entire building complex, including the Visitor Center CHECK-IN and THF Tower, in its capacity as administrator of the airport building. Their instructions must be followed.
- 1.2** Upon entering the Visitor Center CHECK-IN and THF Tower, visitors acknowledge and accept these house rules and their regulations. The house rules are binding for all visitors.
- 1.3** The THF Tower may only be entered with a valid ticket during the respective opening hours. Admission conditions and validity are stated on the ticket. Unauthorized entry will result in removal from the building; repeat offenses will result in a permanent ban.
- 1.4** The admission prices for the THF Tower and the opening hours of the Visitor Center CHECK-IN and THF Tower can be found on the Tempelhof Airport website.
- 1.5** Upon reaching the maximum permitted capacity or on special occasions, the Visitor Center CHECK-IN and the THF Tower may be temporarily closed in whole or in part to visitors. Information will be provided via the website and on site.
- 1.6** A maximum of one person with reduced mobility may be present on the rooftop terrace at any one time, unless the operational staff permits additional persons with reduced mobility due to additional staffing capacity and rescue equipment. Supervision is the responsibility of the operational staff.
- 1.7** In the event of rain or bad weather conditions, the rooftop terrace must be vacated upon instruction from the operational staff. Admission fees already paid cannot be refunded.

2. GENERAL RULES OF CONDUCT

- 2.1** Visitors must conduct themselves at all times in a manner that does not harm, endanger, disturb or provoke others.
- 2.2** Visitors are liable for contamination, damage or loss of movable and immovable exhibition or furnishing items in accordance with general legal provisions, in particular the German Civil Code. In the event of misuse of alarm systems, fire-fighting equipment and lifts, the person responsible shall bear the costs incurred.

- 2.3** Discriminatory, inhumane, National Socialist—glorifying or trivializing, and demeaning acts and statements are prohibited. This also applies to the creation and publication of corresponding posts on social media or other public communication channels. The Company reserves the right to exercise its right of domiciliary control (Hausrecht) and to deny access to, or exclude from participation in, events any persons who have engaged, or engage, in such acts or statements. Those with supervisory responsibilities (teachers, group leaders, etc.) and legal guardians are responsible for the appropriate conduct of all persons in their care.
- 2.4** Smoking is prohibited in all areas of the Visitor Center CHECK-IN, the THF Tower and on the rooftop terrace. This also applies to e-cigarettes and vapes.
- 2.5** Animals are not permitted. Assistance and therapy dogs are exempt from this rule.
- 2.6** The consumption of food brought from outside, alcoholic beverages and the use of drugs are not permitted. Drinking is not permitted within the exhibition area. Glass bottles are not permitted on the rooftop terrace.
- 2.7** Persons who are visibly under the influence of alcohol or drugs will be denied entry to the Visitor Center CHECK-IN and THF Tower or will be removed from the premises.
- 2.8** The distribution of printed materials and the affixing of promotional stickers, posters and the use of advertising media are not permitted without prior written consent from Tempelhof Projekt GmbH.
- 2.9** Bicycles, e-scooters, scooters and similar vehicles may only be parked at the designated stands and areas in the outdoor area. Two parking spaces for persons with reduced mobility are available next to the entrance.

3. SAFETY

- 3.1** Staircases, passageways and designated escape routes must be kept clear at all times. Emergency exits may only be used in an emergency.
- 3.2** The carrying of hazardous materials, weapons, etc. is not permitted. Bringing and igniting pyrotechnic items such as candles, sparklers and fireworks is also prohibited.
- 3.3** The use of unmanned aerial vehicles such as drones or multicopters, as well as laser pointers, is not permitted.
- 3.4** The THF Tower is accessible to visitors via a newly installed staircase; only this staircase is to be used. The historic staircase and the old stairwell, which remains in its original condition, form part of the listed monument. This area is secured by barriers and must not be entered.
- 3.5** Visitors are not permitted to climb onto the parapet of the rooftop terrace.
- 3.6** In the former air traffic control tower, climbing on the original instruments or on the control tower itself is not permitted. The use of the spiral staircase leading to the former air traffic control tower is not permitted.

4. CLOAKROOM, LIABILITY AND LOST PROPERTY

- 4.1** Visitors may store bags, rucksacks, jackets or coats in the lockers provided or leave them at the cloakroom. Larger items such as skateboards, umbrellas, suitcases and similar are not permitted in the exhibition area.
- 4.2** Luggage exceeding the standard carry-on size (as defined in aviation) may not generally be brought into the THF Tower areas.
- 4.3** Storage facilities for suitcases in the Visitor Center CHECK-IN are very limited.
- 4.4** No liability is accepted for items left at the cloakroom or for valuables and cash left in the lockers.
- 4.5** Visitors who find lost items are requested to hand them in at the information desk in the Visitor Center CHECK-IN or on the 6th floor of the THF Tower. Found items will be kept there for 14 days and subsequently handed over to the Central Lost Property Office Berlin (Platz der Luftbrücke 6, 12101 Berlin). Found items will be dealt with in accordance with statutory provisions. Unattended luggage must be reported to the supervisory staff or visitor services.

5. PHOTOGRAPHY AND FILMING

- 5.1** Photography and filming are permitted for private purposes only.
- 5.2** Commercial photography and filming, as well as the making of audio and video recordings, are only permitted throughout the entire premises with the prior written consent of Tempelhof Projekt GmbH.

6. GUIDED TOURS

Guided tours of the Tempelhof Airport building are conducted exclusively by Tempelhof Projekt GmbH and the Berlin Museum Service. Commercial guided tours by third-party providers are not permitted.

7. EMERGENCY PROCEDURES

- 7.1** Upon hearing an acoustic alarm signal, visitors must immediately leave the premises via the marked escape and rescue routes. The instructions of the operational staff must be followed. The posted escape and rescue plans must be observed. In the event of a fire alarm, lifts must not be used.
- 7.2** In the event of an emergency, the operational staff must be notified.
- 7.3** Persons unable to evacuate independently who are on the rooftop terrace of the THF Tower during an emergency will be assisted by the operational staff to the lift lobby on level 6, from where the Berlin Fire Brigade will take over the further rescue operation.

8. FINAL PROVISIONS

- 8.1** If the house rules or the instructions of the staff are not followed, the persons concerned may be prohibited from remaining in the Visitor Center CHECK-IN and THF Tower. Visitors who repeatedly fail to comply with the house rules and the instructions of the staff may be issued with a permanent ban.
- 8.2** Tempelhof Projekt GmbH makes its decisions regarding the house rules to the exclusion of legal recourse. It also reserves the right to amend or supplement the above house rules.

We thank you for your cooperation and understanding, and wish you a pleasant and informative visit

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