

## BCRI Visitor Policies

For a safe and pleasant experience at BCRI, please check backpacks and large bags at the Security office near the Ticket Booth.

Also, please refrain from the following during your visit:

- Smoking
- Soliciting
- Running, yelling and disruptive behavior
- Food, drinks and chewing gum

### Safety guidelines

- Shirt and footwear are required for entry
- Children under the age of 12 must be accompanied by an adult at all times.
- Strollers are permitted in museum spaces; however, be aware that our spaces are limited in size.
- Cell Phones: Please place cell phones on silent mode or turn them off while in the galleries. If an important phone call is received, please leave the galleries to have your conversation.
- Please do not touch or lean on the works of art, museum cases or pedestals.
- No pets will be allowed in the building, with the exception of guide dogs.

### Accessibility

The Museum is fully accessible to all visitors. Special needs are met with designated parking spaces and a ground level entrance adjacent to the Museum parking lot. Ramps and elevators serve the entrance and lobby. A limited number of wheelchairs are available at the security station near the parking lot entrance. If you have any questions, please speak to the Ticket Booth staff.

## Photography

Photography for personal use and video photography for noncommercial use is permitted except in special exhibitions and where specifically prohibited. Photography is allowed with cell phones and hand-held cameras using available light; **electronic flash attachments are strictly prohibited**. No photographs or videotapes may be reproduced, transferred, distributed for sale or otherwise commercially exploited in any manner whatsoever without permission from the Birmingham Civil Rights Institute. Photography is allowed with cell phones and hand-held cameras using available light; electronic flash attachments are strictly prohibited. Monopods, tripods, selfie sticks or camera extension poles are not permitted. Due to loan and copyright requirements, works of art or photographs on loan from private collections or other institutions may not be photographed or videotaped; the Birmingham Civil Rights Institute is not responsible for any uses of visitor video or photography that infringe upon third-party copyrights.

**The Birmingham Civil Rights Institute reserves the right, at its sole discretion, to withhold and/or withdraw permission to photograph or videotape on its premises or to reproduce photographs or video of materials or objects in its collections.**

Advance notice is required for all media, commercial, or video/film requests. Please contact Melissa Snow-Clark, Head of Communications at [mclark@bcri.org](mailto:mclark@bcri.org) or 328-9696 x 211 during regular business hours. Be sure to include your contact information and the nature of your project or press request in your message; [email](#) is preferred. Same day requests will not be considered or approved.

BCRI occasionally photographs visitors in the museum spaces for future promotional purposes. If you do not wish to be photographed, or have your child photographed, please notify the museum in writing at [mclark@bcri.org](mailto:mclark@bcri.org)

## **Restrooms**

Women's and men's restrooms are located on the lower level and second floor. There is a baby changing station near the women's restroom, located on the lower level near the elevators.

## **Requests of Chaperones**

- Please be responsible for your group. BCRI staff/volunteers rely on you to keep your group together while visiting the museum.
- Encourage your students to learn. On tours, please invite your students to respond and ask questions.