

## **Access Terms and Conditions**

Conditions of access and use of collections may apply in certain instances. Further details are available upon request from Newhaven Fort by contacting -

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Tel - 01273 517622  
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### **Access to displayed collections**

- Access is available during normal Fort opening hours.
- Access outside of these hours is by prior arrangement only
- Access that requires a more detailed physical examination of objects may be available by prior arrangement only.

### **Access to library and archives**

- Access to the library and archives is for research purposes only and by prior arrangement only.
- A copy of the arrangements to be made and rules of use are available from the Fort.

### **Access to handling and stored collections**

- Handling collections may be used for educational, reminiscence and oral history purposes and may be created to satisfy the needs of the user. Their use falls under the same restrictions as 'Loans' (see below).
- Access to stored collections is by prior arrangement only and for the purposes of research only.
- A copy of the arrangements to be made and rules of use are available from the Fort.

### **Loans**

- Newhaven Forts 'Use of collections' and 'loans out' policies restrict the loaning out of objects and the type of organisation that loans can be made to. Generally speaking, loans may only be made for education, reminiscence or oral history purposes.