



### **Music Room Guidelines & Regulations**

**I understand that access to Music Rooms 124 and 127 (OH) is subject to the following guidelines and regulations:**

1. Students are to fill in a booking form online in order to use the music rooms which is available 24/7 except during examination period.
2. All responsibility for risk (injury, damage, etc.) is to be assumed by the student using the music rooms.
3. No food and drinks are allowed in the music rooms, with the exception of water.
4. Responsibility of Access Card lost fee €15. Access Cards are not to be used by other students but only the main person responsible of the card.
5. When students need to use the music rooms outside regular teaching hours (that is, Monday to Friday 8am to 8pm), they should inform the security guards at the UM main gates of their presence in the rooms. When leaving the campus, they should also inform the guards that they have finished using the rooms.

**I understand that if I violate these guidelines and regulations, my access to these rooms via the access card may be revoked.**

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Student Signature

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Date