

# Centre Céramique

## House rules for Centre Céramique and Herbenusstraat classrooms

2025-2026 season

### General info and access

- The rented classroom is only accessible with a keycard. The person renting the space must collect a keycard from the reception desk each time the room is used and return the keycard afterwards. The issue and use of the keycard are registered. The renter is not permitted to keep in their possession or use a keycard outside the rented hours nor for access to areas other than the rented space. The lessor will charge the renter a €25.00 replacement fee if the renter fails to return or loses the keycard.
- Teachers and students can use the (paid) visitor facilities.
- You may copy and print (for a fee) materials from your own device using a Basic library card. The teacher or student can request this pass from Centre Céramique's public services office.
- Centre Céramique offers a collection of sheet music, reference works, music magazines and theory books. Viewing these materials on site is free of charge. Items from the collection are also available for borrowing with a Centre Céramique library membership. We offer free library memberships for young people and students. [View the memberships here](#)

### Parking

- There are paid parking facilities near the Centre Céramique and Herbenusstraat locations (based on availability).
- The car park at the Herbenusstraat location may be used for a fee during the period a room is rented.
- It is not possible to reserve a parking space. If the car park is full, there are paid public parking facilities in the area.
- There are paid public parking facilities near the Centre Céramique location such as the car park under Plein 1992.

### Use of the facilities

- Classrooms (including all amenities) may only be used for these rooms' intended purpose.
- The renter is responsible for any acts and/or omissions of all individuals present in the classrooms during the period of use (and the time necessary for any change of clothing). Users must immediately report any unauthorised presence of third parties during the period of use to the information desk at Centre Céramique or the Herbenusstraat location.
- For safety reasons, placing objects on banisters or along escape routes is not permitted.

# Centre Céramique

- Tables and chairs must remain where they are; moving them to other floors or rooms is not permitted.
- You may not use equipment you have brought with you in the classrooms such as for catering purposes.
- Charging your own devices is allowed provided it does not cause problems or endanger the safety of other visitors.
- Using your own devices may not be disruptive to other visitors.
- Always leave the rented space clean and tidy when you leave.

## **Refreshments**

- Consuming food you have brought with you is only allowed in the designated areas: the reading café in Centre Céramique and the lobby in Herbenusstraat.
- Drinking from a resealable cup or bottle is allowed in the classroom.
- Consumption of alcoholic beverages is prohibited.
- There is a general smoking ban in place and this includes e-cigarettes/vapes.

## **Rules of public order and safety**

- Should a disturbance arise due to noise or any other cause, staff and security guards reserve the right to refuse access to Centre Céramique and Herbenusstraat. Any rent paid will not be compensated.
- Viewing, producing or distributing pornographic, violent, racist, discriminatory or threatening images and/or texts is not allowed at the Centre Céramique and Herbenusstraat facilities.
- Pets are not permitted with the exception of service dogs.

## **Liability**

- Visits to Centre Céramique are at the visitor's own expense and risk.
- Theft is always reported to the police. Keep a close eye on your belongings. Centre Céramique is not responsible for loss or theft.
- Centre Céramique is not liable for any damage suffered by the visitor as a result of an accident, theft or damage to property, unless this damage results from any intent or gross negligence on Centre Céramique's part.

# Centre Céramique

## Final provisions

- Visitors must follow any instructions from staff and security guards.
- Staff and security guards have the right to refuse access to the building.
- Is something not working as it should or have you observed a malfunction? If so, report this to the service staff on duty. We will do our best to ensure the malfunction is fixed as soon as possible.
- If you have a complaint, please contact the public service office at [publieksservice@maastricht.nl](mailto:publieksservice@maastricht.nl) or +31 (0) 43 350 56 00.