

# Code of conduct

For the convenience and safety of all on the Villers-la-Ville Abbey site, compliance with the visiting conditions set out in these internal regulations is imperative.

#### Article 1: GENERAL PROVISIONS AND FIELDS OF APPLICATION

Entering the site, both in groups and individually, implies acceptance of all the provisions of these internal rules.

Visiting rules are based on courtesy, safety, hygiene, respect for others, heritage, and the environment.

The implementation of these regulations is ensured by the staff of the Villers-la-Ville Abbey NPO authorized to enforce the provisions by giving instructions to visitors.

In the event of non-compliance with the internal regulations, in particular when the breaches observed jeopardize the safety of property and/or people, this staff may proceed with the expulsion of the offender(s) and, if necessary, the management reserves the right to take legal action against him/them.

#### ARTICLE 2: ACCESS TO THE SITE

Entry and movement within the site are subject to the possession of an entry ticket and/or a valid authorization.

Any visitor entitled to reductions and freebies is asked to claim them directly when purchasing their entry ticket. Any complaints must be made directly before the visit and not after.

The entry ticket must be able to be presented throughout the duration of the visit and may be subject to random and impromptu checks by employees responsible for site security.

Access to the site is via the duly indicated entrance, during public opening hours. The last entry to the site is 1 hour before closing.

### ARTICLE 3: MONEY AND MEANS OF PAYMENT

The Abbey accepts euros as a means of payment, as well as the following electronic means: Bancontact, Visa and Mastercard.

Exchange currency must be checked immediately at the cash desk.

# ARTICLE 4: BEHAVIOR, PUBLIC ORDER, SECURITY AND GOOD MORALS

The site of the Abbey is intended to be a friendly place where children and families occupy a preponderant place, exemplarity is essential.

The following objects are prohibited:

- Weapons of any type, or objects that can be used as weapons (even if they are copies or harmless), nor any illicit or dangerous object or substance.
- Objects likely to disturb the serenity of visitors.
- Recreational items such as drones, radios, musical instruments or any other teleguided or radiocontrolled toys.
- Any inappropriate, disturbing, overly bulky, or noisy object.

The Abbey reserves the right to visually inspect clothing, coats, and personal effects at the entrance and within the grounds for security reasons.

Any verbal or physical aggression committed by a visitor against an agent of the NPO Villers-la-Ville Abbey, or another visitor may be prosecuted in accordance with the provisions of the penal code.

Visitors are requested to maintain throughout their presence on the site, a correct dress and not to undermine by their dress or their behaviour proprieties and good morals.

Drunkenness, possession, and consumption of drugs of any kind are prohibited on the site and its surroundings.

Any child under twelve must be accompanied by a parent or responsible adult.

It is also prohibited:

- To climb the walls or degrade the heritage.
- To light a fire or a BBQ without prior written consent.
- To damage the gardens and plantations or to pick flowers or remove plants.
- To feed the animals present on the site.

On the site, travel must be on foot (except for strollers and wheelchairs). Little carts are tolerated for small children.

All pets must be kept on a leash.

Picnics are allowed on the site but in respect of the premises and leaving them in the state in which they were.

# ARTICLE 5: RESPECT FOR THE ENVIRONMENT, HYGIENE AND CLEANLINESS

Each visitor to the Abbey site undertakes to respect the environment during their visit: waste is deposited in the bins provided and clearly visible. Everyone is asked to respect the sorting instructions.

Only demarcated paths and alleys can be followed. Fences, plants, flowers, flowerbeds must be respected. It is forbidden to bathe in the basins or fountains.

The site has clearly marked toilets. Changing tables are available in the toilets. Nappies, sanitary protection, wipes, etc. must be thrown in the bins.

The owner of a pet is responsible for the soiling that the latter causes in public spaces and must, if necessary, clean them immediately.

The visitor refrains from committing damage of any kind whatsoever to the site's infrastructure (graffiti, etc.)

#### **ARTICLE 6: LOST OBJECTS**

Each visitor is responsible for his property.

Lost items can be left at the reception, where they remain available for one month.

Identifiable and valuable objects are handed over to the Local Police of Villers-la-Ville.

The NPO Villers-la-Ville Abbey cannot be held responsible for theft, damage, or accident to or because of a lost object.

### ARTICLE 7: TRADE, ADVERTISING, PROPAGANDA PROHIBITED ON THE SITE

Except with the express and written authorization of the management, which must be able to be presented at any time on the site, no commercial activity, sale, trade, workshop, animation, activity of a commercial and/or professional nature or advertising of any kind whatsoever, are authorized within the grounds of the site and the car park.

## ARTICLE 8: USE OF PHOTOS/VIDEOS TAKEN AT THE ABBEY

Any photo / video taken by the visitor to the Abbey can only be used in the strictly family or private circle.

Wedding photos are permitted subject to having informed the reception of the planned shooting.

Shooting by professionals or for professional use is subject to authorization in the same way as commercial activities (see Article 7)

The management is not responsible for the photos and videos taken by visitors and in particular when a visitor films or photographs another.

### ARTICLE 9: LEAVING THE SITE

Visitors who want to return to the site on the same day are required to request a stamp from the Abbey reception which authorizes a new entry on the same day.

All visitors must leave the site at closing, otherwise their presence is considered illegal.

# Article 10: APPLICABLE LAW - COMPETENT COURTS

Any dispute between a visitor and the NPO Villers-la-Ville Abbey is governed by Belgian law.