

Viewing and Borrowing the YACR's Property Held in The Old Palace.

YACR members are welcome to inspect all The Old Palace's holdings in its Reading Room. A minimum notice of 24 hours is required to access some materials: for these you will be required to register on your first visit with appropriate identifying documents (see below).

Reading Room Regulations.

No bags or coats are allowed in the Reading Room - secure lockers are provided. Only pencil can be used in taking notes, no ink at all. No food or drink is to be taken into the Room. This includes bottled water, chewing gum, cough sweets etc.

The Old Palace's opening hours and requirement for advance notice.

The Old Palace's regular opening hours are Monday to Friday 9am to 5pm (closed on Bank Holidays and occasionally at other times). Please note that if you wish to inspect any artifact in the Archive or any book in the 'Special Collection' you will need to make an appointment at least 24 hours in advance. 'Special Collections' are marked in the on-line catalogue. To enquire about archived artifacts please send an email to collections@yorkminster.org

To request an appointment please email collections@yorkminster.org stating your preferred date and time. Appointments normally run between 9.30am and 4.30pm. Regrettably there may be times when staff are unable to supervise and hence cannot confirm a requested appointment.

Please note that books/articles in the General, Periodicals and Pamphlets Collections may be inspected without notice.

Registration as a Reader: *If you wish to borrow books or look at Special Collection material, you will be required to register annually as a Reader. There is no charge, but you will need to provide ID (two forms of ID, photograph and address) and fill in a form accepting the regulations. Registration data is stored in accordance with the Data Protection Act 1998. More information can be found at <https://yorkminster.org/treasures-and-collections/library.html>*

Borrowing Books.

Only books in the General Collection may be borrowed. There is normally a payment for borrowing books, but this will be waived for borrowing the YACR's property if you present the previous year's copy of the YACR's Annual Report showing your name as a paid-up or Life Member along with two forms of ID.

Other non-YACR owned books on bellringing (or indeed on any topic) may also be borrowed, but there is a charge for this. Details may be obtained from the Minster Librarian.

Telephone number: *Should you require further assistance, The Old Palace's number is 01904 557250.*

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