



## **Information and Rules for Use and Access to MUSA and Sala Fondatori**

### **Introduction**

MUSA - Museo della Salumeria is a private museum located in Castelnuovo Rangone (Modena), in via Eugenio Zanasi n°24.

Sala Fondatori is a reception hall used for private events for Villani SpA's clients and suppliers and promotional activities organized by Villani SpA.

### **1. Use and Admission to MUSA and Sala Fondatori (reception hall)**

#### **MUSA**

Access to MUSA by individual visitors and groups is allowed according to the contents in sections 3) and 4).

Access is allowed only to MUSA, Bottega Villani and Sala Fondatori, all located in Via E. Zanasi 24, Castelnuovo Rangone (Modena).

The maximum capacity for group visits at MUSA is 15 participants per time slot. However, it is possible to organize group visits with a larger number of participants by coordinating the entry time to MUSA.

Group visits of minors or school students must be accompanied by an authorized group leader or school representative following the rules described in the present document and following the norms of good behavior. Before the planned visit, representatives of the educational institution shall review the present document and inform students and teachers of the rules that shall be followed during the visit to MUSA. The ratio of minors to authorized school representatives must comply with that established by regional laws for the accompaniment of minors.

Only guided visits by guides employed by MUSA are allowed.

#### **SALA FONDATORI (Reception hall)**

Access to Sala Fondatori shall follow these rules:

- a) **Maximum capacity of Sala Fondatori is 90 persons.**
- b) During events held outside of ordinary operating hours (evenings and weekends), the presence of a Villani employee trained in both first aid and fire prevention is required for the entire duration of the event.
- c) Access will be reserved only to visitors included in the participation list for a specific event.



## **2. Measures for the Safety and Well-Being of Visitors**

Visitors must adhere to the following safety measures established by Villani SpA.

It is strictly forbidden:

- to climb over protection barriers
- to lean on windows, displays, or any other setup
- to write, dirty, or deface in any form the walls
- to run inside the exhibition space
- to smoke and bring inside food or drink products. Eat or drink except in allowed areas
- to touch any exposed objects
- to damage or tamper with any object, display, or equipment exhibited indoors and outside according to regulation
- to introduce animals on the premises

Minors must respect the rules while guardians, authorized group leaders, and authorized school representatives must oversee the behaviors of the minors under their supervision.

It is forbidden to introduce inside MUSA and Sala Fondatori the following objects:

- weapons and ammunition
- explosives or any other flammable substances or gases
- hazardous objects, or objects that are excessively heavy or voluminous
- animals
- any type of alcoholic beverage or alcoholic substances

Smoking is forbidden inside MUSA, except for the reserved smoking area.

Visitors are forbidden from committing actions that may compromise the safety of persons and objects. Every incident or anomaly must be immediately reported to designated Villani personnel.

In the case of a fire, visitors must evacuate the premises following the designated personnel's instructions in a timely and orderly manner.

## **3. Opening Days and Times for Guided Tours**

**MUSA is open from Thursday to Sunday with guided tours that begin at the following times:**

Thursday to Saturday: 10:00; 11:00; 12:00; 1:00pm; 2:00 pm; 3:00 pm; 4:00 pm; 5:00 pm (last visit)

Sunday: 10:00; 11:00; 12:00 (last visit)

MUSA is closed on the following holidays: January 1, 6; Easter; from August 8 to August 28, November 1; December 8; from December 24 to December 31.



Holidays during which MUSA is open: April 25, May 1, June 2 when these dates fall on MUSA's opening days (Thursday to Sunday morning) and according to availability. All requests must be made ahead of time, directly to MUSA at [info@museodellasalumeria.it](mailto:info@museodellasalumeria.it), and are subject to availability.

#### 4. How to book your visit

**Modenatur is the official booking center for guided visits to Museo della Salumeria. It is advisable to purchase tickets online by choosing the preferred entry time slot.** For general inquiries please contact Modenatur by telephone at +39 059 22 00 22 (from Monday to Friday) and at +39 059 203 2660 (on Saturday, Sunday and holidays), or by email at [info@modenatur.it](mailto:info@modenatur.it). Tickets can also be purchased at Museo della Salumeria depending on availability.

Please contact Museo della Salumeria directly by writing an email to [info@museodellasalumeria.it](mailto:info@museodellasalumeria.it) for the following requests:

- guided visits for groups of more than 10 participants
- travel agencies and tour operators
- journalists
- guided visits from schools, training institutions, universities
- visitors with disabilities

MUSA presents limited accessibility for visitors with physical disabilities.

#### **Bookings for Group Visits**

To book group tours with more than 10 people, please contact MUSA directly at [info@museodellasalumeria.it](mailto:info@museodellasalumeria.it). To confirm a group visit, a deposit of 20% of the total fee is required at least 10 days before the tour date. For group cancellation and rebooking policies, please refer to section 7.

#### **5. Ticket Prices and Offers**

The following prices are per person.

- Guided visit with charcuterie tasting € 10,00
- Children up to 10 years of age and persons with disabilities Free entry

#### Offers and Discounts:

- Italian Primary and Middle School Classes  
guided visit with snack Free entry



- Italian High School Classes, University Classes  
guided visit with charcuterie tasting € 7,00
- Groups with more than 25 people  
guided visit with charcuterie tasting € 7,00
- Person accompanying a visitor with a disability € 7,00
- Tour manager accompanying a tourist group € 5,00

MUSA presents limited accessibility for visitors with physical disabilities. MUSA presents stairs making the visit inaccessible for visitors in wheelchairs. For more information, please contact MUSA at [info@museodellasalumeria.it](mailto:info@museodellasalumeria.it).

The visit lasts **45 minutes** on average.

### **Allergies, Food intolerances, Special Dietary Requirements**

To organize the charcuterie tasting, it is necessary to communicate to MUSA by email at [info@museodellasalumeria.it](mailto:info@museodellasalumeria.it) any dietary requests and related information at the time of booking.

With an entry ticket to MUSA, visitors have a 20% discount on purchases made at Bottega Villani gourmet shop located beside the museum. For Bottega Villani's opening hours (Castelnuovo Rangone), please consult social media channels.

## **6. Payment**

Bookings and ticket purchases may be made online at visitors' convenience by selecting the preferred entry time slot on MUSA's website [www.museodellasalumeria.it](http://www.museodellasalumeria.it). Tickets may also be purchased at Museo della Salumeria depending on availability.

For visitors who cannot access the website or pay by credit card, bookings may be made by email and payments may be made to the tour guide upon entry to MUSA. A receipt will be given.

## **7. Cancellation Policy**

### **For individual visitors**

Cancellation policy: tickets purchased online from MUSA's website are non-refundable. In case of cancellation, visitors shall inform Modenatur by telephone at +39 059 22 00 22 or by email [info@modenatur.it](mailto:info@modenatur.it). For cancellations communicated to Modenatur at least 24 hours prior to the scheduled visit, the entry ticket will not be refunded; however, the visit may be rebooked at a later date.



### **For Group Bookings**

To confirm a group visit, a deposit of 20% of the total fee is required at least 10 days before the tour date.

Cancellation policy: for group tours (a group with more than 10 people) booked through Modenatur or directly with MUSA have the following cancellation policy:

- **3 calendar days prior to the visit:** it is possible to cancel the group visit or rebook the group visit without penalties.
- **2 calendar days prior to the visit:** for a group visit cancellation, a penalty is applied – the deposit made at the time of booking will not be refunded. It is possible to rebook the group visit without any penalty.
- **1 calendar day prior to the visit:** for cancellation or rebooking, a penalty is applied - the deposit made at the time of booking will not be refunded.
- **cancellation on the same day of the visit or no shows:** the entire amount of the visit will be billed to the client.

The contents of the current document that describes the information and rules for the use and access to MUSA and Sala Fondatori may be subject to change.