



DIRECTIVE ABOUT THE PROCEDURES AND PRINCIPLES TO BE FOLLOWED FOR ADMISSIONS TO MUSEUMS AND ARCHAEOLOGICAL SITES

It was determined with 30/12/2013 dated Resolution of Board of Directors No 441.

Scope

Article 1- This directive contains the procedures and principles of visiting museums and archaeological sites affiliated with the Ministry of Culture and Tourism, and the regulations regarding to the means dedicated to facilitate museum and archaeological site visits.

Ticket Prices

Article 2- Prices of museums and archaeological site admissions are show at the attached list of this directive.

Rights to Free Admission

Article 3- The persons stated below shall be admitted to the museums and archaeological sites free of charge by means of presenting their identity cards/contracts.

3.1- Teenagers and children who are citizens of the Republic of Turkey and who are 18 years old or younger and teachers accompanying the student groups of this age,

3.2- Citizens of the Republic of Turkey who are 65 years old or older,

3.3- Veterans and their mothers, fathers, spouses and children accompanying them as well as martyr's relative identification card holders,

3.4- R.T Citizen and Foreign Disabled Persons with one attendant (upon a visible disability and/or presentation of document),

3.5- Soldiers and non-commissioned officers,

3.6- Holders of ICOM and ICOMOS card holders as well as UNESCO card,

3.7- Holders of national and foreign press card,

3.8- Owners or managing directors of Turkish Travel Agencies,

3.9- Professional tourist guides who have a cockade provided by the Ministry of Culture and Tourism,

3.10- Personnel and pensioners of Ministry of Culture and Tourism and their mothers, fathers, spouses and children accompanying them,

3.11- Foreign children aged 12 years old and below,

3.12- Student groups affiliated with Comenius School Partners within the frame of Life-long Learning Program and the groups within the scope of Erasmus Student Exchange Program and the teachers accompanying these groups (Free of charge admission right will be given without seeking for presentation of an identity card by means of presenting the contracts to be concluded with the counterparties in our country).

3.13- - The following persons in the Provinces and Districts where a museum or an archaeological site is located;

3.13.1- Civil Administrators (Governors in the provinces, deputy governors responsible for Culture and Tourism in provinces, district governors in districts),

3.13.2- Mayors of Metropolitan Municipalities, Provinces, Districts and Towns, and up to 10 persons accompanied by them.

3.13- Personnel of Ministry of Internal Affairs General Directorate of Security Affairs, Department of ASOC (Anti-Smuggling and Organized Crime) (in charge of the centre and dependent field service).

Article 4- Free of charge visits of the groups stated below shall be realized with certificates of permission obtained from the Central Directorate of the Revolving Fund Enterprise.



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4.1- Official delegations headed by deputy ministers, ministers and higher-ranking officials hosted by the Public Institutions and Organizations using their own budgets, Force Commanders and higher-ranking military delegations, the spouses and attendants of the members of these delegations, officials accompanying the same delegations, and delegations carrying out preliminary security inspections,

4.2- Guests and delegations hosted by the Ministry of Culture and Tourism, Directorate of Foreign Relations and EU Coordination and General Directorate of Promotion, and by the Offices of Culture and Promotion Counsellors and Attachés, and their attendants, excluding hosting activities carried out to support international congress organizations and hosting activities limited to city tour and/or transfer supports, (the approval of the related authority with regard to hosting shall be added to the request letter)

4.3- Media groups hosted by the Ministry of Culture and Tourism, General Directorate of Promotion, and by the Offices of Culture and Promotion Counsellors and Attachés, and their attendants, (the approval of the related authority with regard to hosting shall be added to the request letter).

4.4- Foreign tour operators and foreign information groups declared by the Association of Turkish Travel Agencies,

4.5- Attendants of events held in museums and archaeological sites to contribute to the promotion of museums and archaeological sites by the Office of the Governor, Provincial Directorate of Culture and Tourism and/or Directorate of Museum to which the concerning museum and archaeological site is affiliated with,

Article 5- The admissions at the events held through assignments within the scope of Directive About Continuous Use of Museums and Archaeological Sites are organized as stated below.

5.1- The provisions of ‘‘Directive About the Procedures and Principles to be Followed at the Admissions to Museums and Archaeological sites’’ are applied in the subject of admission fees to be taken at the events that are carried out by allocation of the fees within the scope of ‘‘Directive About Continuous Usage of Museums and Archaeological Sites’’.

5.2- If the museums and archaeological sites are assigned within the scope of the Directive for Temporary Use for free, the relevant Decision of the Executive Board of the Revolving Fund Enterprise shall include a provision on whether admission fees are to be collected from participants or not.

5.3- In case an allocation is done within the scope of Continuous Use Directive on which museum and archaeological sites are closed or out of office hours, single ticket tariff is applied for visitor groups.

5.4- Museums and archaeological sites can be opened for the visitors by applying double ticket tariff for the visitor groups constituted at least 50 persons upon receiving the appropriate opinion of Directorate of Museum. The persons who have free charge of admission right among the group do not include this stated number.

In case visitor number is about or exceeds 300 at group visits, single ticket tariff is applied.

Article 6- The free admissions of the following persons and groups to the museums and archaeological sites in which they carry out works shall occur via certificates of permission to be obtained from the relevant authorities.

6.1- The foreign national teams conducting scientific research studies about cultural heritage housed in the museums and archaeological sites shall present their permits provided by the General Directorate for Cultural Heritage and Museums, and local teams shall present their permits provided by the relevant Directorates of Museums to the box office.



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6.2- The teams conducting excavation and surface researches at museums and archaeological sites will present the permission letter to be provided by Provincial Directorate of Cultural Heritage and Museums to the pay desks.

6.3- The persons and teams who are deemed appropriate for taking non-commercial videos, films and photographs with the aim of promotion and training at museums and archaeological sites will show the permission letter to be taken by Provincial Directorate of Culture and Tourism to the pay desks.

Article 7- The free of charge admission rights stated at the paragraphs of 3.1, 3.11 and 3.12 of Article 3 of this Directive are not valid at the visits to be done to Topkapı Palace Museum Harem Section, Ephesus Archaeological sites Terrace Houses and Göreme Open-air Museum Dark Church parts that are subjected to extra admission fees. The right of children aged 6 years old and below accompanied by their ticketed attendants to free admission shall be preserved.

Purchase and Use of Admission Cards for Museums and Archaeological Sites:

Article 8- These are cards with different features allowing entry to museums and archaeological sites affiliated with our Ministry, in addition to tickets.

- Müzekart

8.1- Müzekart; as except for Topkapı Palace Museum Harem Section, Ephesus Archeological sites Hillside Houses and Göreme Open-air Museum Dark Church and Aya İrini Monument Museum which are separately charged from museums and archaeological sites, it is valid at all museums and archaeological sites affiliated with Ministry of Culture and Tourism. Müzekart offers two times free of charge admission right per year for each museum and archaeological sites that are entered via electronic turnstile and it offers limitless admission right to discounted Müzekart holders. Müzekart can be only used by Republic of Turkey Citizens, Blue Card holders who are subject to Code No 5203, Republic of North Cyprus citizens and the persons residing in Turkey as having a ‘‘Foreign Citizen Identification Number’’.

8.2- Discounted Müzekart can be issued on the behalf of foreign students who are enrolled in secondary education institutions and foreign citizen students who continue associate degree, graduation and post-graduation programs of higher education council in our country provided that they present student’s identification cards.

8.3- 50% discount over Müzekart price are applied to the teachers holding a valid identification card of Ministry of National Education, private primary and secondary education schools and 18 aged above students and the ones stated at 8.2 paragraph, 8. Article of directive (This Article provision do not applied to Retired Teachers, Private Training Centre Teachers and University Faculty Members).

8.4- Müzekart shall be issued on the behalf of 18 aged and below Republic of Turkey citizens, professional tourist guides holding a cockade of Ministry of Culture and Tourism, Ministry of Culture and Tourism personnel and its retired employees as well as their mothers, fathers, spouses and children against Five Turkish Liras as valid for one year and Müzekart can be issued on the behalf of 65 aged above citizens as valid until 31.12.2016.

In case it is requested by Disabled citizens (except for attendants), a Müzekart which is valid until date of 31.12.2016 is issued as free of charge.

8.5- Discount can be applied at bulk Müzekart purchases. Müzekart purchase amount on which discount will be applied and discount rates shall be determined by Decision of the Executive Board of the Revolving Fund Enterprise.



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- Temporary Müzekart :

8.6- This card, which provides the same advantages as the Müzekart, shall be available at museums and archaeological sites located in provinces lacking a Müzekart printing station and it shall be valid for one year from the date of purchase. This card shall be replaced with Müzekart at places where a Müzekart Printing Station is available.

Temporary Müzekart may be issued as full and 50% discounted card. Temporary Müzekart which is issued as discounted card while they should be issued as Full cannot be transformed to main Museum Cards. But if desired, Temporary Müzekart holder are able to transform her/his Temporary Müzekart by paying the relevant price difference between discounted and full card. Refund is not done at pay desks. In case a refund is requested, the refund procedures of card fee are carried out by Ministry of Culture and Tourism.

- Müzekart+

8.7- Müzekart+ that can be provided by Republic of Turkey Citizens, Blue Card holders who are subject to Code No 5203, citizens of Republic of North Cyprus and the persons residing in Turkey as having a ‘Foreign Citizen Identification Number’; provides free of charge admission right for one year at all museums and archaeological sites affiliated with Ministry of Culture and Tourism except for Topkapı Palace Museum Harem Section, Ephesus Archaeological Sites Hillside Houses and Göreme Open-air Museum Dark Church and as well as that, it offers discounts at changing rates at private museums, cultural-touristic pay desks and cafeterias and gift shops of these institutions by offering an attendance convenience to cultural and art activities.

Müzekart+ offers free charge admission right to the public museums in Republic of North Cyprus within the frame of the protocol concluded between Republic of Turkey and Republic of North Cyprus.

- Müzekart Diplomatic

8.8- These cards that shall be issued for the persons at the status of diplomatic carrying out duty in foreign national mission chiefdoms and representative offices in Turkey and their spouses and children have same features with Müzekart and they are issued by Central Directorate of Circulating Capital Pay Desk Monitoring Centre.

- Acenta Müzekart

8.9-These Cards are made used to tour customers by Turkish Travel Agencies and offers admissions for card holders on which there is only name/surname to all museums and archaeological sites affiliated with our Ministry and it carries Museum Card features that have 2 times admission right in a year.

- Museum Pass

8.10- - Besides offering free admission to selected museums and archaeological sites affiliated with our Ministry in a certain province or region for a limited period and number of entry, this card provides discounts and advantages at some cultural and artistic institutions and events in the relevant province or region.

- Rehber Kart (Guide Card)

8.11- These cards offers free of charge admission to Museums and Archaeological sites affiliated with our Ministry for the tourist guides to whom a license is given by our Ministry pursuant



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to Tourist Guides Profession Law No 6326 and at the same time these cards carry the feature of Museum Card having limitless admission right. The admissions done with these cards from same Museums/Archaeological sites turnstiles are limited with 3 Minutes.

- Plajkart

8.12- These cards offer admission to public beaches in archaeological sites affiliated with our Ministry, at passages for purposes other than visiting those sites.

Plajkart shall be purchased as 10-unit and 25-unit cards at local accommodation units and travel agencies as well as at pay desks of archaeological sites

- YerelKart

8.13- This card allows persons who own private immovable properties inside the territories of archaeological sites affiliated with our Ministry to access their immovable properties.

Yerelkart shall be printed and submitted after submitting to residence permits/deed titles to be taken from relevant neighbourhood units and civil registries and directorate of land registry to Central Directorate of the Revolving Fund Enterprise of the Ministry of Culture and Tourism

- KurumsalKart

8.14- KurumsalKart/Corporate Card is shall be used by public organizations and institutions, foreign citizen missions residing in our country (Diplomatic, representativeness, Consultant Representatives and International Institution representativeness [except for Honory Representativeness]), universities and municipalities for museum and archaeological sites visits of guest delegations that are not granted a free of charge admission right for the museum and archaeological site visits of guest delegations within the scope of 4.1 Article of Directive.

8.15- KurumsalKart/Corporate Card shall be put on sale with different price options. Institutions may purchase more than one card for different visitor groups.

8.16- KurumsalKart/Corporate Card applications shall be submitted to the Central Directorate of the Revolving Fund Enterprise of the Ministry of Culture and Tourism with a request form to be filled and payment receipt.

8.17- Holders of this card shall benefit from a discount of 20% from the ticket prices at museums and archaeological sites furnished with electronic turnstile systems, and from free admission at other museums and archaeological sites affiliated with our Ministry.

8.18- If the balance of Corporate Card is less than admission fee and does not cover the ticket fee, this balance in question shall be used for a single pass through the turnstile.

8.19- Balance credit amounts of Corporate Cards may be followed via built-in monitors in turnstiles during passages and details regarding to all usages can be monitored via internet by relevant institution after 48 hours of the visit.

Article 9- If a Müzekart, Müzekart + or a Temporary Müzekart is issued for a person who is not eligible, the official who has issued this card shall be held responsible. In case an attempt to use these cards undue is detected, it is retained by pay desk/turnstile personnel to be cancelled and refund is not done. No cards shall be issued using the Turkish Republic Identity Numbers and names of the relevant persons for 1 (one) years.

Article 10- The opening and closing hours and holidays of museums and archaeological sites affiliated with our Ministry are determined within the scope of Ministry of Culture and Tourism Internal Services Directive provisions

Museums and archaeological sites are closed at first days of religious holidays until 13:00.



Other Aspects

Article 11- The tickets used in museum and archaeological sites admissions are kept during visits and shown at the controls.

Article 12- The visitors within the scope of 3. Article of the directive show their identification cards/contracts and the visitors within the scope of 4. Article of directive show free of charge visit permission documents at free of charge visits.

Article 13- The personnel of museums and archaeological sites may ask Müzekart holders to present their identity cards if necessary.

Article 14- Regarding group visits, institutions organizing these visits shall inform the relevant Directorate of Museum in advance.

Visits of student groups are carried out within the frame of appointments to be taken from relevant Museum Directorates.

Article 15- Exceptional applications concerning to the aspects that are not stated at this directive and the aspects that are stated are subject to Decision of the Executive Board of Central Directorate of Revolving Fund Enterprise.

Article 16- This directive enters into force on 01 January 2014