

Guidelines for Borrowing Props and Costumes

You are allowed to borrow items from the *Arts Council cellar*. There, we store props and costumes, as well as make-up, decoration material and other useful stuff. Please let a member of the Arts Council know if you need anything in particular, or if you don't know where the cellar is situated. You can find the keys at the secretariat.

However, here are a few guidelines which you should consider:

- When you borrow something, please put it back **at the same place**
- Please **wash** the costumes you used before bringing them back
- If you want to leave new things, please put them somewhere **separately** and let the Arts Council **know**, so that these objects can be taken up in the inventory

In case you don't know this already: there should be an inventory online on our homepage:

<http://www.artscouncil.unibe.ch>