Map Collection



Opening hours of the Special Collection Reading Room:

- Tuesday–Thusday: 10 am–6 pm
- Friday–Saturday: 9 am–7 pm

From 18 October 2022, the Manuscript, Early Printed Book, Map, Poster and Small Print, and the Theatre History and Music Collections will be open to the public **in a shared reading room.**

Research in the reading room of the special collections is only available to our readers **by prior reservation.**



If possible, please make your reservation at least 24 hours in advance by emailing helyfoglalas.kulongyujtemenyek@oszk.hu [1].
If you are unable to come despite your reservation, please let us know so that we can make the seat available to someone else.

We expect your **document requests** by 16.30 on the day before your scheduled visit during the week and by 13.00 on Friday for Saturday.



Reference service is available until 16.30 on weekdays and until 14.00 on Fridays.

Our staff will also be happy to help you by phone or email. Questions can be addressed by e-mail to **terkep[at]oszk.hu**, or by phone at (+36-1) 224 3700/353.

How to use the reading room:

- If you would like to **reserve a place in the shared reading room** (15 reading places) of the Manuscript, Early Printed Book, Map, Poster and Small Print, and the Theatre History and Music Collection (floor 6, formerly the Theatre History and Music Collection reading room), please send an e-mail to helyfoglalas.kulongyujtemenyek@oszk.hu [1].
- We respond to all reservation requests, but out-of-hours emails can only be processed on the next opening day, so we kindly ask for your patience.
- Please include your telephone contact details in your e-mail request, if possible, so that our staff can contact you more easily if necessary.
- Documents from the special collections can still only be consulted with **a reader pass valid for at least six months**, while a day pass is only valid for accessing the catalogues and the open shelves.
- **The number of documents** requested at the same time is limited; please check with your reader service colleague in each case.

How to make copies:

No cameras are allowed in the reading room. The library's digitisation centre can make copies [2]of the material on request, provided that the condition of the document allows it. Photocopies may not be made of any old document.

The completion of an electronic request form for a copy does not imply automatic authorisation to make a copy; the decision to do so is at the discretion of the Head of Department.

If the photograph is to be used for **publishing purposes**, this must be disclosed and by the customer and must be subject to specific authorisation. The customer must pay the library a fee for the use of the photograph, which is determined by the Head of Department.

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Links:
[1] http://helyfoglalas.kulongyujtemenyek@oszk.hu
[2] https://www.oszk.hu/en/copying_service