

Griffith Institute Archive

Privileged Access Archive Tours

1. Tours of approximately one hour's duration can be arranged for recognised Egyptological and other specialist societies. Tours are provided at the discretion of the Keeper, and must be booked at least six weeks in advance. Please let us know if you are interested in a special Egyptological topic. Saturday tours can be arranged subject to the availability of staff and Sackler Library opening hours. The Sackler Library is closed on Sundays.
2. Because of space restrictions in the Archive, each tour is limited to ten people. We prefer not to provide more than two tours in one day.
3. Please advise us in advance if any members of your group have restricted mobility or are unable to stand for the duration of the tour so that we are able to make any necessary arrangements as regards access and seating. Please note that the Archive is on a lower ground floor and is usually accessed via a steep staircase.
4. For security reasons a list of those attending must be sent to us in advance.
5. The temperature in the Archive is kept at 18° C. This is perfect for documents but may seem rather cold to visitors. Please bring something warm to wear.
6. Eating and drinking, which includes bottled water and chewing gum, is not permitted beyond the entrance of the Sackler Library. Please do not bring ink into the archive. Any notes taken should be in pencil.
7. We cannot take responsibility for personal belongings. Lockers are provided in the Sackler Library Entrance rotunda (£1.00 coin-operated, refunded)
8. Photography is not allowed in the Archive.
9. We understand that it is sometimes necessary to change, or cancel arrangements. Please give us as much notice as possible.
10. Our Archive funding is severely limited. Donations towards the work in the Archive are always very welcome, and are put towards specific projects which we would otherwise not be able to fund. For example, a donation of £50 would make it possible to scan or digitally photograph some 70 archive items. £100 would allow us to re-house one of our photograph collections to the expected archive standard. £150 would pay for a new binding for a small album.
11. During the tour, we always welcome any questions you may have regarding the material and our work in the Archive!