### **MUSEUM OF ROME - PALAZZO BRASCHI**

## **CENTRE OF DOCUMENTATION AND LIBRARY**

PIAZZA SAN PANTALEO, 10

00186 ROME

opening hours: tuesday, wednesday, thursday: 10,00 - 17,00

telephone: 06 67108316

**DIRECTORY SERVICES** 

# DOCUMENTATION CENTRE

### Simart

SIMART is a Computer system created by the Sovrintendenza Capitolina for the classification and the management of its cultural, monumental and territorial heritage and includes about one million files. Visitors who access the database are entered into a system for its internal use, created as a work and research start-up tool, and regularly developed and edited.

In the case of incorrect or inadequate information, the visitor is invited to leave any suggestions by e-mail at the desk officer who is responsible for the system for the improvement of the database.

For this reason, please submit any publications or thesis concerning works in the Museum.

The Museum has no authority regarding the photographs, cards and works of art of other museums or other offices of the Office of the Monuments and Fine Arts Commission in the database. The Member interested in a picture, card or other work not connected to the Museum of Rome must contact the other structures directly and respect their rules.

If the User is interested in a work of which no image is visible in the database, he may request to see the original by making an appointment (by e-mail) with the person in charge of the Documentation Centre.

Photographic requests for publications or dissertations

Should the User be interested in certain photographic reproductions, he/she must complete the form provided by the staff, or downloadable from the Museum of Rome website:

http://www.museodiroma.it/servizi scientifici/servizio fotoriproduzioni

It is forbidden the reproduction of the images present in SIMART with one's own means (smartphones, cameras, etc.). Photographs requested for study or thesis will be provided free of charge to the User in lower definition and sent by e-mail.

High-resolution photographs or new photographs for publications (or even for study) will be charged for. For further information the User should contact the head of the Museum's Photo Reproduction Service after submitting the form.

### **Contacts**

Document Centre: Angela Maria D'Amelio angelamaria.damelio@comune.roma.it

Iconographic Office: Simonetta Sergiacomi <u>simonetta.sergiacomi@comune.roma.it</u>