SPECIFIC RULES OF ACCESS TO MILAN DUOMO CATHEDRAL, MILAN DUOMO ROOFTOPS, MILAN DUOMO MUSEUM, CHURCH OF SAN GOTTARDO IN CORTE IN THE ROYAL PALACE, SALA DEI MILANESI, THE VENERANDA FABBRICA DEL DUOMO DI MILANO ARCHIVE-LIBRARY AND THE TERRAZZA DELL'OROLOGIO LOCATED IN THE FABBRICA BUILDING (HEREINAFTER, INDIVIDUALLY THE "AREA" AND JOINTLY THE "AREAS")

1. OBJECT – LOCATION OF THE AREAS

1.1 Without prejudice to all that is set out in the "Rules of Conduct and Access Regulations for the Milan Duomo Monumental Complex" (hereinafter, the "Regulations"), published on the Veneranda Fabbrica del Duomo di Milano (hereinafter, "VFD") website (hereinafter, the "Website") at the following link https://www.duomomilano.it/en/regulations/, this document contains the regulation of the specific rules of conduct to be observed within the Areas (hereinafter, the "Area Regulations") by the user, whether a natural person and/or legal entity (hereinafter, the "User"), or by the User's intermediary (hereinafter, the "Intermediary") (the User and the Intermediary hereinafter jointly referred to as the "Customer"), who books, organises and holds exclusive openings and/or events with VFD (hereinafter, individually, the "Event" and, jointly, the "Events") in the Areas owned by VFD.

1.2 With reference to the Areas:

- **Milan Duomo Cathedral** (i) can accommodate up to a maximum of 200 persons per guided tour and 2,000 persons for concerts; (ii) the entrance and exit are located in Piazza Duomo;
- **Milan Duomo Rooftops** (i) can accommodate up to a maximum of 150 persons per visit; (ii) the entrance and exit are located in Piazza Duomo;
- **Milan Duomo Museum** (i) can accommodate up to a maximum of 200 persons; (ii) the entrance and exit are located in Piazza Duomo, no. 12, at the Royal Palace;
- the **Church of San Gottardo in Corte** (i) can accommodate up to a maximum of 130 persons; (ii) the entrance and exit are located in Via Pecorari, no. 2;
- ***Sala dei Milanesi* in the Veneranda Fabbrica del Duomo di Milano Archive-Library**, located inside the Veneranda Fabbrica del Duomo di Milano Archive (i) is able to hold up to a maximum of 45 persons; (ii) the entrance and exit are located in Piazza Duomo, no. 20;
- ***Sala dei Milanesi* with the Areas in the Veneranda Fabbrica del Duomo di Milano Archive-Library**, located inside the Veneranda Fabbrica del Duomo di Milano Archive (i) is able to hold up to a maximum of 80 persons; (ii) the entrance and exit are located in Piazza Duomo, no. 20;
- the ***Terrazza dell'Orologio* located in the Fabbrica Building** (i) can accommodate up to a maximum of 50 persons (including staff, personnel and catering) exclusively in the period between April and October; (ii) the entrance and exit are guaranteed by lift with access via the main entrance of the Fabbrica Building located in Via C. M. Martini, no. 1; (iii) access is permitted to persons with motor disabilities.

2. SERVICES

2.1 Within the Areas, unless otherwise agreed in writing between the Customer and VFD, only the following services may be provided by VFD:

- the possibility to use the audiovisual equipment exclusively in the *Sala dei Milanesi* and/or the Veneranda Fabbrica del Duomo di Milano Archive-Library, where present;
- monitoring services in all Areas;
- maintenance and cleaning of all Areas;
- setting up and taking down exclusively in the Church of San Gottardo in Corte in the Royal Palace, *Sala dei Milanesi* and the Veneranda Fabbrica del Duomo di Milano Archive-Library, and Milan Duomo Cathedral only for the Event "*Concert starting from 300 guests*" (it being understood that by and no later than 5 (five) working days from the date of the Event, the Customer undertakes to indicate by email to the following address eventi.incentive@duomomilano.it the actual number of participants and speakers for the purposes of organising the setup, i.e. the positioning of seats, the speakers' tables, microphones and interactive, multimedia whiteboard);
- technical assistance during the opening and closing of the Event, as well as on-call assistance, if necessary, by a technician appointed upon advance request, exclusively in the Church of San Gottardo in Corte in the Royal Palace, *Sala dei Milanesi* and the Veneranda Fabbrica del Duomo di Milano Archive-Library.

2.2 With specific reference to the *Terrazza dell'Orologio* Area located in the Fabbrica Building, it is furthermore specified that the Area is equipped with some fixed fittings, i.e.: (i) 4 sofas; (ii) 5 armchairs; (iii) 7 small tables; (iv) refrigerated counter; (v) lighting system (hereinafter, the "**Fixed Fittings**").

3. GENERAL PROVISIONS OF CONDUCT IN THE AREAS

3.1 With reference to all the Areas, the Customer, for him/herself and his/her assignees and also pursuant to Art. 1381 of the Italian Civil Code, without prejudice to the provisions of the general conditions and of the Milan Duomo Monumental Complex Regulations:

— undertakes to use and have others use the Areas, during the entire duration of the Event as well as in all the phases before and after the same, in such a way as not to disturb third parties;

— undertakes to ensure that the utmost care is taken in using the Areas and the related goods and/or equipment and/or appurtenances and/or annexed structures and/or Fixed Fittings contained therein, which cannot in any way and for any reason be touched and/or removed, even partially;

— undertakes to wear and have others wear appropriate clothing and to conduct themselves in accordance with the nature and characteristics of the Areas;

— undertakes not to introduce and/or have others introduce and/or install and/or have others install any type of furniture and/or equipment and/or system in the Areas without the written consent of VFD;

— undertakes not to introduce and/or have others introduce in the Areas signs and/or symbols attributable to movements and/or associations in any way connect to ideologies of any nature, including political ones;

— declares to be aware that failure to consent to security checks, as indicated in the Regulations, will prevent entrance to the Areas;

— declares to be aware that the VFD personnel can access the Areas at any time during the period of use for the purposes of the Event;

— undertakes to respect and enforce the ban on the use of open flames inside the Areas and/or the use of candles in all the Areas;

— undertakes to respect and enforce the ban on smoking in all the Areas;

— undertakes to not carry out and/or have others carry out commercial transactions and/or any type of fundraising inside the Areas;

— undertakes to respect and enforce the ban on access in all the Areas to animals;

— undertakes to respect and enforce the ban on access in all the Areas to reserved areas;

— undertakes to respect and enforce the ban on access in all Areas to set up DJ sets;

— if a catering or technical service is foreseen, at the Customer's own care and expense, the Customer declares to be aware that a specific and additional on-site inspection of the Areas is mandatory;

— undertakes not to use and/or not to allow others to use logos and images of VFD for commercial, promotional and advertising ends except with the express written authorisation from the latter.

3.2 With specific reference to **Milan Duomo Cathedral**, without prejudice to what is indicated in the previous Art. 3.1, the Customer, for him/herself and his/her assignees and also pursuant to Art. 1381 of the Italian Civil Code:

— acknowledges and accepts that the naves are large and easy to visit, while the Ferial Chapel, the Baptistery of Santo Stefano, the *Scurolo* and the Crypt of Saint Charles are not easily accessible due to the presence of stairs;

— in relation to the Baptistery of San Giovanni alle Fonti, acknowledges and accepts that:

a. to the side of the main entrance, after passing a turnstile and 27 steps, the Baptistery of San Giovanni alle Fonti is reached, characterised by a circular pathway approximately 150m long, containing numerous steps and a gangway with a minimum width of 63 cm;

b. persons with motor disabilities can enter by taking the lift which leads to the metro located in Piazza Duomo on the corner of Via Pellico; having taken the lift (88 x 165 x 147 cm), one must go to the basement, exit and turn left, go past the ATM (Milanese Transport Company) Point and once the entrance with the turnstiles is reached, do not enter, but turn right and right again. Once arrived at the entrance to the Baptistery of San Giovanni alle Fonti, there is a bell with a video intercom at a height of 115 cm. The route inside the Baptistery of San Giovanni alle Fonti is connected by four ramps with a maximum gradient of 12%, up to 7.5m long, one with a minimum width of 71 cm;

c. the opening of the Area for exclusive visits is always connected to the exclusive opening of Milan Duomo Cathedral;

— acknowledges and accepts that it is absolutely forbidden to organise catering and any other kind of activity involving the supply of food and drink.

3.3 With specific reference to the **Milan Duomo Rooftops**, without prejudice to what is indicated in the previous Point 3.1, the Customer, for him/herself and his/her assignees and also pursuant to Art. 1381 of the Italian Civil Code, acknowledges and accepts that:

— access with wheelchairs is only possible up to the first terrace (limited to the area of the Retrochoir) exclusively via the South Lift (77 x 106 x 130 cm);
— in the event that the latter is out of service, the North Lift (65 x 111 x 137 cm) will be used;
— the passageway to arrive at the Milan Duomo Rooftops from the lift shaft is 78 cm wide from the south and 68 cm from the north;
— it is absolutely forbidden to organise catering and any other kind of activity involving the supply of food and drink.

3.4 With reference to the **Milan Duomo Museum**, without prejudice to what is indicated in the previous Point 3.1, the Customer, for him/herself and his/her assignees and also pursuant to Art. 1381 of the Italian Civil Code, acknowledges and accepts that:

— the Milan Duomo Museum is spread across 2,000 square metres of surface area on the ground floor;
— the entrance, located on the left-hand side of the Royal Palace courtyard, has a small, inclined ramp (5% gradient) and a door with two leaves (76 cm each);
— the visit of the exhibition rooms takes place along a circular route characterised by ramps of approximately 5 metres with a maximum gradient of 9%;
— all the rooms are very large and for the most part are immersed in semi-darkness;
— the emergency exit routes are marked. The alarm device is visual and acoustic;
— it is absolutely forbidden to organise catering and any other kind of activity involving the supply of food and drink.

3.5 With reference to the **Church of San Gottardo in Corte**, without prejudice to what is indicated in the previous Point 3.1, the Customer, for him/herself and his/her assignees and also pursuant to Art. 1381 of the Italian Civil Code, acknowledges and accepts that:

— to arrive at the Church of San Gottardo in Corte, it is recommended to exit from the Royal Palace, continue along Via Carlo Maria Martini until you come across Via Palazzo Reale on the right, halfway along where it meets Via Pecorari, where the Church of San Gottardo in Corte appears; from here it is accessible without any external steps;
— it is absolutely forbidden to organise catering and any other kind of activity involving the supply of food and drink.

3.6 With reference to ***Sala dei Milanesi*** and the **Veneranda Fabbrica del Duomo di Milano Archive-Library**, without prejudice to what is indicated in the previous Point 3.1, the Customer, for him/herself and his/her assignees and also pursuant to Art. 1381 of the Italian Civil Code, acknowledges and accepts that:

— they are located on the 1st floor of VFD's historical building, right at the back of Milan Duomo Cathedral, in Piazza Duomo 20;
— access is possible via a couple of flights of stairs or by lift;
— access for persons with motor disabilities is provided from Via Carlo Maria Martini, 1, on the 2nd floor;
— it is possible to organise catering and any other kind of activity involving the supply of food and drink.

3.7 With reference to the ***Terrazza dell'Orologio*** **located in the Fabbrica Building**, without prejudice to what is indicated in the previous Point 3.1, the Customer, for him/herself and his/her assignees and also pursuant to Art. 1381 of the Italian Civil Code, acknowledges and accepts that:

— it is located on the 11th floor of VFD's historical building, right at the back of Milan Duomo Cathedral, in Piazza Duomo 20;
— access is possible via stairs or lift;
— access for persons with motor disabilities is provided from Via Carlo Maria Martini, 1;
— it is possible to organise catering and any other kind of activity involving the supply of food and drink, in compliance with what is indicated in the general conditions.

4. FILMING AND PHOTOGRAPHS

4.1 Any audio-video and photographic recordings can be carried out by the Customer, without paying any fee, exclusively for the purpose of documenting the Event and with the express exclusion of any commercialisation of the photographs and/or videos for profit, preserving and/or obtaining any kind of

consent form from any natural persons under one's own charge, expressly indemnifying VFD of any request and/or claim that may be formed by third parties. The dissemination of the same, for any reason, must previously be approved in writing by VFD. A copy of the images and/or video must be, in any case, sent to VFD by and no later than 15 (fifteen) days following the Event via email to archivio@duomomilano.it.

4.2 Without prejudice to the previous Art. 4.1, limited to the *Terrazza dell'Orologio* located in the Fabbrica Building, it is permitted, with prior written consent from VFD, to carry out photographic shoots of products, in compliance with the provisions of the general conditions.

Milan, 1 January 2026

Veneranda Fabbrica del Duomo di Milano