



The Huguenot Library

Visiting the Library at The National Archives

Opening times

Tuesday	09.00 - 19.00
Wednesday	09.00 - 17.00

Where to find us

Directions to The National Archives, including maps, can be found at:

<http://www.nationalarchives.gov.uk/about/visit-us/how-to-find-us/>

The nearest tube station is Kew Gardens, served by the District Line (Richmond branch) and London Overground. The journey from Central London takes approximately 40 minutes. The National Archives is a 10-minute walk from Kew Gardens station.

Where to go when you arrive

On your arrival at The National Archives, you do not need to check in at the main Reception Desk. Turn left towards the cafeteria, and head for the cloakrooms. You will need to leave all bags and coats in the free lockers provided. Make your way to the first floor. (Please note that there is a lift just by the stairs). Proceed to the 'Start here' desk with your 'Letter of introduction' and form of ID (a current UK Driving Licence, a valid passport, or a UCL ID if you are a UCL member). You will then be shown to the reading room.

You can find a map of The National Archives at:

<http://www.nationalarchives.gov.uk/documents/tna-welcome-leaflet.pdf>

A disabled access guide is available at:

<http://www.nationalarchives.gov.uk/visit/disabled.htm>

What you may take into the reading room

(This is a summary: further details can be found at <http://www.nationalarchives.gov.uk/about/visit-us/researching-here/can-take-reading-rooms/>)

Pencils – You may use only graphite pencils and no erasers are allowed. Pens and coloured pencils are not permitted.

Digital cameras – You may use a digital camera to photograph some documents but flash photography is not allowed. Please remember to disable your camera's flash facility. More details on making requests for taking digital images can be found in the Huguenot Library's *Copyright and Images Policy* available at: <http://www.huguenotsociety.org.uk/library-and-archive.html>

Mobile phones – Phones may be used in the reading room but must be turned to silent mode, and only used for text messaging or photography.

Laptops and notepads – You may bring notepads and laptops; the reading room has power sockets and wifi access.

Open access material

The reading room contains a small collection of open access material from the Huguenot Library. A list in title order is held in the blue folder on top of the bookcases. Instructions on using the electronic resources in the reading room are available at: http://huguenotsociety.org.uk/uploads/docs/E_resources.pdf.