



Inspiring and promoting design excellence through education and cultural exchange between the United States and Italy

Welcome to an adventure, in a remarkable place.

The Civita Institute is proud to welcome you *alle nostre case al'Istituto Civita* (to our houses at the Civita Institute) in Civita di Bagnoregio, Italy.

Civita (pronounced Chee'-vee-tah, with the emphasis on the first syllable) is an ancient hill town located in the Alto Lazio area, north of Rome. Civita's first inhabitation predates the founding of Rome and its history is richly connected with the history of Italy.



Things you need to know

- Please refer to the “Visitor Conditions” sheet that you received and signed prior to your arrival
- Please arrive at your pre-arranged time and date so that your casa (house) will be ready for you. In general, it is best not to arrive on weekends. If you must arrive on a weekend please let us know well in advance.

- The Civita Institute facilities are rustic, true to Civita's history. The building shells are all several hundred years old. However, these historic dwellings have all been restored and updated over the years through the efforts of Professor Emeritus Astra Zarina and architect Tony Costa Heywood, along with the work of the Civita Institute in recent years.
- Pack lightly – items need to be carried up the steep footbridge, and heavy or bulky items are not recommended. A tractor is available for a fee if arranged well in advance.
- Your stay in Civita will give you an extraordinary opportunity to learn about the region's history, culture and way of life.
- Civita is a unique place, in many ways detached from the trappings of modern life. Your ability to be patient, and adapt to a slower pace, coupled with your curiosity will help create a memorable experience.

Agreement

All guests must sign the Civita Institute ["Visitor Conditions" form](#). Please note also the requirement described in the Visitor Conditions that all visitors have medical insurance that will be effective in Italy. Please also notify us via email regarding any changes in arrival and departure dates and times, and other specifics, before arrival. Smoking is not allowed in our Civita houses.

Getting Here

Driving in Italy: Go to the U.S. Embassy in Italy web site at: <http://www.usembassy.it/acs/generaldriving.asp> to see useful information regarding driving in Italy, including requirements for international driver's licenses.

In general, you are advised to obtain an international driver's license through AAA in the U.S. or otherwise, important if you are stopped by the police while driving or involved in an incident. There is also information at that embassy site about obtaining a translation of your U.S. driver's license while in Italy.

Driving directions and a map can be found [at this link](#). These instructions begin at Orvieto, another very significant Etruscan hilltown that is located about an hour north of Rome on the A-1 *autostrada* and on the main train route from Rome to Florence.

PLEASE BE AWARE that there are several towns in Italy called "Civita" for short. If asking for directions, make sure you specifically say you are trying to get to Civita di Bagnoregio so that you don't end up in the wrong place.

Once in Orvieto, at the train station, if you are not renting your own car, you can either take public buses (except on Sunday) or take a cab to Civita, which costs about 50 euro. There are usually one or two cabs at the train station, or numbers are posted near the phone if you get in late. Instruct the cab driver to take you to the bridge of Civita—*il ponte di Civita di Bagnoregio*.

Bagnoregio

Please refer to the driving instructions and maps for travel from Orvieto to Bagnoregio. If driving, after entering Bagnoregio, you will see an entry gate made of local basalt. Go through it and up the one-way street to its right, leading all the way up through this village. This one way street traverses the entire ridge of Bagnoregio. Keep going until you see the sign for Civita and take a right, following the road down. Civita will soon rise into view. Park at the base of the bridge or in additional parking under the bridge.

Print and have with you the NIAUSI Parking Pass also sent to you, and place it on the dashboard of your car. If there is a gatekeeper near the abandoned school blocking traffic down to Civita (done on high volume days)—they will let you through if you have a pass.

If the lots below the bridge are full, there is additional parking up near the abandoned school on the plateau/bar area above the *ponte*. If you do not have a parking pass, you must buy one in one of the parking ticket machines (if staying more than a couple days it may be better to buy a weekly pass, which is an option in the machine).

You may want to stop and buy a few immediate provisions at the Bagnoregio shops, if open for business as you pass through, unless you plan on returning to Bagnoregio for shopping later in the day. As mentioned, there are very limited possibilities for buying provisions in Civita itself. Bagnoregio will be your shopping town during your stay. See additional information below regarding shopping in Bagnoregio.

Civita

As noted, pack light, because you have to carry your luggage up the hill, and it is a fairly steep climb.

On certain days, there is a charge to go up into Civita. It is waived for visitors staying overnight. Tell the bridge gatekeeper, “*Stiamo qui con NIAUSI!*” (Stee-amo qwee con Knee-ow-Zee) and show them a copy of this letter or a copy of our parking permit. We are still known only as NIAUSI in Italy.

Please see the town plans provided to you and available on our web site under the “Civita Houses” tab. Climb the bridge. Through the gate, you are walking on the Via Porta Maesta’, originally the route of an Etruscan (then Roman) road. Keep going past the central piazza, past the main church (the Duomo di San Donato), and keep going on Via Maesta’ toward the end of Civita.

Important People to Know in Civita

Tony Costa Heywood

Tony is the original owner—along with his late wife, Professor Astra Zarina—of the facilities of the Civita Institute aka NIAUSI in Italy. In 2007, he and Astra implemented a six-year process of transferring ownership of their properties to the Civita Institute in a magnanimous gesture of support and belief in the mission of the nonprofit. Tony is an American architect who has lived in Italy for several decades and has resided year-round for many years in the historic stone house that is located beyond and on the right of the gate noted “Proprieta’ Privata.” He may often be available mornings; he regularly enjoys lunch and a rest or *riposo* from noon to 5 pm—his private time—and

may again be available from 5-7 pm. Your respect for his legacy and his personal space is expected, especially if you are staying in Il Giardino where your paths will cross in the courtyard.

Laura Burla

Laura is a multi-generational native of Bagnoregio who, along with her husband, is raising two young children there. She has been providing various essential services to the nonprofit and to Tony for many years through her business, *BellaLazio Servizi*. Laura is an exceptional person, is fluent in English, knows everybody in Civita and Bagnoregio and will be happy to help you with anything related to your house. She can generally be reached by mobile phone at 011-39-3356805457 from 10 am – 5 pm. You can also speak with Laura in person when she is at the Civita Institute facilities, typically from 9 am to noon Monday-Friday.

Cinzia Rocchi

Cinzia is a multi-generational native of Civita, educated in Italy and England, who is both an anthropologist and filmmaker. Cinzia is available to help you with logistics, language lessons, tours and similar services, if desired, at 30 euro/ hour. Her knowledge of the region is authentic and spending some time with her will likely be very enriching to your stay. Payment arrangements must be strictly arranged between yourself and Cinzia.

The Civita Institute Houses

After you pass the church, take the second left for the Civita Institute houses. In front of you, up the short street, are the stairs to “Il Ruderino” and “Il Nuovo.” To your left is the doorway to “Lo Studio.” Please refer to the Civita Institute plans provided.

The Facilities

Il Ruderino – the small house

Il Nuovo – our newest house

Lo Studio – the first house

Il Giardino – across the fenced courtyard, accessed through the gate with the sign reading “Proprieta’ Privata”

All of the houses have kitchens and baths. All ovens are gas operated, and self-ignite. In Il Ruderino, you must light the surface burners with matches. There are no pilot lights.

Keys

The key box is located inside the doorway under the Ruderino stairway. Open the door, and find the box to the left. The keys are marked as to the different houses. Take your key(s) for the spaces you have reserved and let yourself in. Make sure to return the keys to their proper place in the box whenever you leave town, even if for a short while – but please leave the lockbox unlocked.

Please email us at info@civitainstitute.org to confirm your final arrival time so that we can make certain that all is ready for you. Again, weekend arrivals are highly discouraged. The amazing Laura Burla will be your main on-site contact person for help with the houses. Laura is typically working in the mornings only, however. There is no need to check-in or check-out with anyone. Simply pick up your keys from the key box and return them there at the agreed upon arrival and departure times. However, please stop in to say hello

to either Laura or Tony Heywood after you have dropped your things in the houses to let one of them know you have arrived safely and are settling in.

Who to Call for Help—only if you need to—in case of lost keys, etc.

In an emergency when you must contact a Civita Institute representative, the Civita Institute contact number in Seattle to call is c/o Stephen Day at (206) 660-1264 (mobile), email is stephen@stephendayarchitecture.com.

Laura Burla's mobile phone is 011-39-3356805457 (if calling within Italy, drop the 011-39). Please do not call her on the weekend or afternoons unless it's an emergency. Laura's email is laurabcivita@gmail.com.

Tony Heywood's telephone (in an emergency only) is [011-39]- 0761-792759, email is mc1809@mclink.it.

Additional Details

Report damage

Inform us of any damages so that we can repair them for the next guests.

Drinking water

The local tap water is drinkable.

Linens

Linens will be provided on site for you to remake your beds and restock your bathrooms, if you are staying for an extended stay/Fellowship/residency.

Cleaning

You will need to clean your own *casa* during your stay. Cleaning supplies are provided.

Laundry

Instructions are posted on the machines. There are washers in Il Nuovo, and in the *cantina*, the utility area underneath Il Ruderino (the room the key box is located in). There are no dryers, and all laundry is air dried on racks. If you have trouble with the washers, please ask Laura for help.

Garbage and recycling

Garbage can be disposed of in the public trash bins off the main street, to the left, outside the facilities. Plastic materials, glass bottles, and paper are recycled, and can be left in bags in the furnace room underneath Il Ruderino.

Electricity

Outlets are 220 volt, and you will need to bring your own converters for electronic equipment, unless there are internal converters in your electronics. Please note that most American hairdryers require more amperage than Italian outlets can fully support, even with converters, causing them to underperform.

Internet

NIAUSI/The Civita Institute has installed the first wireless network in Civita. However, service can be sporadic at times, and connectivity is often available only near open doors and windows.

Network: NIAUSI/Civita Institute; Password: banana88. We do not remember why.

Cell phone service

Cell phone service in Civita can be sporadic and difficult at times especially within our houses, due to the extraordinarily thick stone walls. You may need to go outside into the street or the piazza to get connected to a network. Italians often prefer to use [WhatsApp](#) for cell phone service since it is free for international calls and can be downloaded in the States or Italy. FaceTime and [Skype](#) also offer international phone service.

Facility telephones

There is a landline phone in the foyer office space at the entry to Nuovo (011-39-0761-793164). Local calls are free. For long distance or international calls, please bring an international calling card, or use your cell phone with an international plan. In an emergency, where you need to use the land line for long distance but do not have a calling card, please let us know so that we can arrange for payment for the phone.

Medical needs

For emergency assistance call: (+39) 118 from a landline or cell phone but do not expect English to be readily spoken. Directions to the hospital or *ospedale* can be found by using [WAZE](#) or following the instructions below.

S.Maria della Stella Hospital
Ciconia, Orvieto. Switchboard: (+39) 0763.3071

The Orvieto hospital serves the area. The hospital and emergency room is in Ciconia, about 4 kms from Orvieto center. You can reach the hospital by car taking the *Strada della Stazione* towards Ciconia. Go over the bridge of the Paglia river, straight through two rotaries, and at the third rotary take the second exit following signs to the *Ospedale*.

Restaurants and Coffee Bars in Civita

There are a few excellent (though somewhat sporadic) opportunities for dining in Civita and for coffee. We encourage our Members/visitors to support these Civita businesses.

Mail and Packages

Delivery is somewhat challenging for Civita, given the hill top location and the limited delivery service. However, there are solutions. Letters can be delivered to our houses (there is a mail box under the Nuovo/Ruderino stone entry stair), using the following address:

NIAUSI—The Civita Institute/Tony Heywood
Att: (your name)
Via della Maesta'
Civita di Bagnoregio (VT)
01022 Bagnoregio
Italy

Packages will not be delivered to Civita, however. Packages will be delivered to the Italian post office in Bagnoregio using the address shown above, and you will need to go to the post office to retrieve them once delivered.

Shopping

You will likely need to shop in Bagnoregio every few days to get food for meals and household supplies (if staying for more than a few days). The local shopkeepers do not always speak English, and so it is always fun. Monday 9 am to noon is the market day in the parking lot of Bagnoregio, for a variety of products. Most stores in Bagnoregio are open from 9 am to 1 pm, closed for *riposo*, then open again from 5 pm to 7 pm, except Sundays.

We strongly encourage you to shop at the smaller, owner-operated specialty stores to buy food and products, rather than the supermarkets. Those smaller shops are a crucial part of the town fabric and they really need to be supported in order to survive.

Welcome to the Civita Institute facilities!

We know you will enjoy your stay in this wonderful, unique, historic place.