



*Inspiring creative excellence through education, cultural exchange, and exploration of the unique qualities of Italian hill towns*



## **Welcome to an adventure, in a truly remarkable place.**

The Civita Institute is delighted 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

**THE CIVITA INSTITUTE**  
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(house) will be ready for you. In general, it is best not to arrive on Sunday, because shops are closed in Bagnoregio.

- 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 ongoing facilities work performed by the Civita Institute.
- 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 small fee, first come first served, generally from 9 am to 12:45am and 3pm to 6pm on weekdays, with more limited and erratic service on feast days and weekends. NOTE: winter tractor service is generally only until about noon.
- 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 common assumptions of modern life. Your ability to be patient, and adapt to a slower pace, coupled with your curiosity, will help create a memorable and valuable experience.

## Agreement

All guests must sign the Civita Institute "Visitor Conditions" form and deliver that signed form via email or mail to the Civita Institute in advance of arrival. 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 or near our Civita houses.

## Getting there

Driving in Italy: Go to the U.S. Embassy in Italy web site at: <http://www.usembassy.it/acs/general-driving.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, which is 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.

Please see the driving directions provided on our web site. 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.

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 60 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.

If you are renting a car and driving to Civita, please let us know in advance and we will typically be able to allow you to use our Civita Institute/NIAUSI parking pass to park at parking lot under the bridge, on the Bagnoregio side.

## **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 di Bagnoregio**

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 cross the bridge 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 mainly known only as “NIAUSI”, our official name 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.

### **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 and key photo provided.

### **The Facilities**

Il Ruderino – our small house

Il Nuovo – our newest house

Lo Studio – the first house

Il Giardino (the “Garden” house) – across the fenced courtyard, accessed through the gate with the sign reading “Propriata’ Privata”, borders the garden and the Sala Grande

The Sala Grande – this is a shared historic space, with its grand fireplace and our main library. The main entry door is also located across the courtyard, accessed through the gate, straight ahead. Please note that you walk past Tony Heywood’s private house when going to the Sala Grande, please respect his privacy and quiet.

All of the houses have kitchens and bathrooms. 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**

Each residence has its own key lock box, with its own simple 4 digit combination (which we will provide to you separately) – if you have questions on this contact Stephen Day

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at [stephen@stephendayarchitecture.com](mailto:stephen@stephendayarchitecture.com) or 206-660-1264, or Laura Burla at the contacts noted below. The key boxes are located inside the doorway under the Ruderino stairway. Open the door and find the lock boxes hanging on the hooks to the right. The boxes and keys are marked as to the different spaces. 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, even if for a short while – and lock the lockbox and re-scramble the combination dials. Do not change the combinations.

## **Arrival**

Please email us at [info@civitaestate.org](mailto:info@civitaestate.org) or at [stephen.day@civitaestate.org](mailto:stephen.day@civitaestate.org) to confirm your final arrival time so that we can make certain that all is ready for you. Again, Sunday arrivals are not ideal.

**Laura Burla.** Laura will be your main on-site contact person for help with the houses and she is our main liaison on-site for The Civita Institute . Laura is typically working in the weekday 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.

**Cinzia Rocchi.** Civita Institute Fellows are encouraged to take advantage of a 2-hour, pre-paid tour at the time of your arranging with Cinzia, ideally very soon after you arrive. Please contact Cinzia in advance to arrange for a specific time to meet. For non-Fellows, payment arrangements must be made directly with Cinzia. Cinzia can be reached via email at [cinzia.rocchi@gmail.com](mailto:cinzia.rocchi@gmail.com) or via phone at 011 39 320 0545999.

## **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](mailto:stephen@stephendayarchitecture.com) or [stephen.day@civitaestate.org](mailto:stephen.day@civitaestate.org).

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](mailto:laurabcivita@gmail.com).

Tony Heywood's telephone (in an emergency only) is [011-39] 329-6088496, email [mc1809@mclink.it](mailto:mc1809@mclink.it), though this email is not always reviewed.

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## **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. We encourage you to minimize plastic bottles.

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 quarters during your stay. Cleaning supplies are provided.

Laundry – instructions are posted on site. There are washers in Il Nuovo, and in the cantina 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, plus adapters for wall plugs. Do not use hair dryers from the U.S. as they are often overloaded and burn out. We have supplied hair dryers in the various houses.

Internet – NIAUSI/The Civita Institute installed the first wireless network in Civita. However, service can be sporadic at times. **NIAUSI/Civita Institute network** Password in Lo Studio, Nuovo, and Ruderino: **banana88**. Password in the Sala Grande and Giardino: **banana89**.

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.

Facility telephones – there is a land line 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.

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Medical needs in case of emergency, dial 1-1-3. The Orvieto hospital serves the area.

Restaurants and Coffee Bars in Civita – There are several excellent, locally-owned restaurants and bars in Civita, more than ever. We encourage our Members/visitors to support these Civita businesses.

Mail and Package 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

This is not fool proof, and at times letters will be treated like packages and simply held at the Bagnoregio post office.

Packages will not be delivered to Civita. Packages will be delivered to the post office in Bagnoregio using the address shown above, and you will need to go to the post office to retrieve them once delivered. Please coordinate this with Laura as she goes by the post office regularly and at times brings mail up to Civita.

### **Essential Cultural Sites.**

Chiesa di San Donato [https://it.wikipedia.org/wiki/Chiesa\\_di\\_San\\_Donato\\_\(Bagnoregio\)](https://it.wikipedia.org/wiki/Chiesa_di_San_Donato_(Bagnoregio))

Museo Geologico e delle Frane, Palazzo Alemanni, Civita di Bagnoregio  
<http://www.museogeologicoedellefrane.it/>

Museo Naturalistiico, Lubriano <http://www.museolubriano.com/>

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 and a good way to practice your Italian. 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 approximately 9 am to 1 pm, closed for riposo, then open again from about 5 pm to 7 pm, **except Sundays when practically everything is completely closed.**

**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 offer the very best local products, with minimal packaging, and are a crucial part of the town social fabric - and they need to be supported in order to survive.

**Welcome to the Civita Institute facilities.**

**We know you will enjoy your experiences in this historic place.**



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