

Researching in the Deutsches Literatur Archiv

Notes for Non-German Speakers visiting the Elias Archive – Deutsches Literaturarchiv Marbach am Neckar, Germany

BEFORE YOUR VISIT

You are advised to inform the Archive prior to arrival about the purpose and duration of your visit. It is suitable to refer to the Elias archive explicitly, as the staff will have the relevant catalogues ready for you on arrival.

Contact info:

Deutsche Schillergesellschaft e.V.

Deutsches Literaturarchiv Marbach

Schillerhöhe 8-10

71672 Marbach am Neckar

Tel: +49 (0) 7144 / 848-0

Fax: +49 (0) 7144 / 848-299

E-Mail for general enquiries info@dla-marbach.de

E-Mail for archival enquiries auskhss@dla-marbach.de

Website: <https://www.dla-marbach.de/en/archive/>

ON ARRIVAL IN STUTTGART AIRPORT (STR)

By Train

It is best to buy a ticket to Marbach (Neckar) at the S-Bahn station [kiosks](#) in Stuttgart Airport. Press the Union Jack icon at the foot of the booking screen, and English instructions will explain how to buy a ticket. At the time of writing (July 2019), a one-way ticket costs approximately 4.20€ (although it is also possible to buy a return ticket).

Take the S3 to Feuersee or Hauptbahnhof stations, where you must change to the S4 to Marbach (N). The transfer from the airport to Stuttgart city is just over 22 minutes.

The S3 trains at Stuttgart presently depart twice an hour. Up-to-date train timetables are available here: <https://www.bahn.com/en/view/index.shtml>

At the time of writing, the S4 to Marbach was closed due to reconstruction. The information desk will provide information on alternative trains. When you disembark from the S3 train at Feuersee or Hauptbahnhof stations, you can take a taxi, which will cost around 55€.

Overall, the rail journey from the airport to Marbach takes approximately an hour and a quarter.

On arriving at Marbach Station, you may either walk to the archive (about 20 minutes) or hire a taxi. If there are no taxis present when you arrive, it is possible to order one by calling:

+49 714435473 (Taxi Dahlke) or

+49 714435554 (Taxi Drees)

By Car

Cars rentals are available at Stuttgart Airport if you prefer to drive yourself.

Further information is available here: <https://www.stuttgart-airport.com/getting-here/rental-cars/>

There are several main routes from Stuttgart Airport to Marbach, but the [quickest one](#) takes roughly 35-50 minutes (50.8 km)

ACCOMMODATION***Parkhotel Schillerhöhe***

The most convenient, yet not cheap, place to stay is the Parkhotel, Schillerhöhe – a two minute walk from the archive. From the hotel turn left, walk around the top side of the Stadthalle next door, and the archive is across the grass (where there is a famous statue of Schiller). The Parkhotel provides free wireless internet access, so that you can check your e-mail etc.

Parkhotel Schillerhöhe

Schillerhöhe 14

71672 Marbach am Neckar

Tel: +49 71 44 90 50

Fax: +49 71 44 9 05 88

E-Mail: info@parkhotel-schillerhoehe.de

Website: <http://www.parkhotel-schillerhoehe.de/>

Collegienhaus (Collegium House)

Collegienhaus – which is a five minute walk from the archive, is comprised of 30 self-catered apartments. It is wise to book early, and you can do so by contacting the administrator (presently Mrs. Elke Tietz-Allmendinger) at collegienhaus@dla-marbach.de. The cost of a room is currently just under 35€ per night.

Collegienhaus is a quiet and pleasant building that is excellent for research. The rooms are spacious with en-suite facilities. There are self-catering facilities and rooms are equipped with hobs, a kettle, a pasta strainer, plates, cutlery, tin opener, scissors etc. Towels and cutlery are provided, but it will be necessary to bring your own soap and shampoo.

There is a supermarket in Marbach – approximately a ten minute walk from Collegienhaus – where it is possible to buy essentials. There are no television sets in individual rooms, but there is a TV room (and kitchen) on the ground floor of the building.

To reach Collegienhaus by taxi it is best to ask the taxi driver to drive you right to the front door which is off "Lenauweg", a pedestrian path which taxis are allowed to enter.

If you arrive late in the evening, you can enter a code at the entrance to the building and collect the necessary keys.

Deutsches Literaturarchiv Marbach**Collegium House**

Schillerhöhe 8-10

71672 Marbach am Neckar
Tel: +49 (0) 7144 / 848-800
Fax: +49 (0) 7144 / 848-899
E-Mail: collegienhaus@dla-marbach.de
Website: <https://www.dla-marbach.de/en/service/collegium-house/>

Other stays at Marbach, including homestays can be found at the website of the municipal:
<http://www.schillerstadt-marbach.de/index.php?id=40>

ARCHIVE OPENING TIMES

The Archive is open from 8.30 to 18.00 Monday to Friday. It is located between the [Schiller National Museum](#) and the [Literaturmuseum](#) just past the car park for those buildings.

The Reading Room of the Library is open from 8.30 to 20.00 Monday to Friday, and 10.00 to 17.00 on Saturday.

ARRIVAL AT THE ARCHIVE – REGISTRATION

Report to reception (located in the reading room) and have any correspondence relating to your visit handy. You will need to register on the computer in order to acquire a reader's ticket. It is necessary to register each day you visit the archive. Staff are very helpful, and registration will take no more than five minutes. The staff will direct you to put coats and bags in a locker downstairs (1€ refundable). You will then be directed to a registration desk through double doors to the right of the reception. Here you must complete a 'Benutzungsantrag' or registration form. You will then be given a 'Benutzerausweis', a user's card. You must present your passport for registration. You will then be taken to the reading room where you can work.

In line with standard archive practices you can take only pencils, a notebook and/or a computer into the reading/work room.

The reading room where you will work, and where you can access the materials, is downstairs (on your first visit you will be directed). You have to sign in each day in the reading room. The room is staffed all day, and the staff is accommodating – they deal with requests, photocopying etc. When you leave each night, return your documents (in their folders) plus the catalogue back to the staff. At that point state clearly if you wish to use the materials again – otherwise all material will be returned to the archive store.

CATALOGUE/INVENTORY

You will then be shown to the Handschriftenlesesaal on the lower floor where you can order and read the relevant research material at the information desk in that section of the building. It is possible to order material before your arrival by contacting the excellent staff in the reading room at auskhss@dla-marbach.de. You can check holding in the archive by consulting HyperElias@WorldCatalogue or <http://norbert-elias.com/papers-archives/> online.

There are four red folders and one black ring binder listing all of the documents archived. Two of the red folders 'Teil I and Teil III' provide a useful guide to materials such as letters, memos,

manuscripts, appointments and so on. Each item is allocated a number and title, for example '129. Lists of N. Elias's manuscripts. n.d. 5 documents'. This information can be used for requesting the documents you wish to view (see below).

Teil II is an inventory of Elias's own library, i.e. books by others that Elias owned. Those books in which he made notes are deposited here. The black ring binder provides a listing of all the people with whom there is a record of Elias having corresponded – each has a number, e.g. Freud, S. – 36.1.3. This number can then be used to request the selection of correspondence relating to that person – however, please bear in mind the rules regarding correspondence with persons who are still alive.

REQUESTING MATERIALS

Find the relevant materials you wish to view. You will then need to complete a yellow slip/form (available on the desk in the reading room)

1. In the section 'Verfasser', write 'Norbert Elias'
2. In the section 'Standort/Signatur' you write: A: Elias
3. In the section 'Titel' write the material you wish to view – eg. '129. Lists of N. Elias's manuscripts. n.d. 5 documents'
4. Write your own name in the section 'Name' and the date in the section 'Datum'.
5. Hand the yellow slips to staff, who will action your request (it is advisable to make a number of requests at a time using different slips, as this will save time later).
6. When the document arrives you will be asked to sign the yellow slip to acknowledge receipt.
7. When finished, hand the document/folder back (also see copying).
8. Once completed you will be given a copy of the yellow slip as a record of the files you have examined.

Requests can be made up until 4.30 pm. Any requests made around lunchtime will not be delivered until 2pm. Material from the inventory of Elias's own library (i.e. books by others that Elias owned which are deposited here listed in Teil II) will need to be requested from the main archive desk using a white request slip.

PHOTOCOPYING

Within the laws on copyright etc., visitors are allowed to photocopy some of the materials viewed. For this you have to request a photocopy from 'Xerokopierauftrag'. The staff in the reading room will provide this. On the form you need to specify what you wish to copy, but remember the rules relating to publication of this material (see <http://norbert-elias.com/about-elias-foundation/contact-us/>).

In the folder where the materials are held you will also be asked to insert markers 'Start Here' and 'End here' to highlight the extent of the material you wish to copy. The staff in the archive will tell you if you try to copy too much! There is a charge for each sheet copied. The materials and 'Xerokopierauftrag' form are taken away by the staff and the copies delivered to your desk later.

You may find a price list for copying and other special services at <https://www.dla-marbach.de/service/foto-und-digitalisierungsauftraege/>

ARCHIVE CANTEEN

There is a canteen at the archive but the canteen staff may not speak fluent English. There is a self-service coffee machine and a wide selection of breads, cheese, yoghurts, and soft drinks. If you require hot food at lunchtime it has to be ordered in advance (forms on board to left of cash register).

OTHER FACILITIES

There are two restaurants close to the Archive as well as a swimming pool and the Schiller national museum and Literaturmuseum.

Supermarket:

Rewe

Grabenstraße 1, 71672 Marbach

Hours: Mon-Sat 07h00-22h00

<https://www.rewe.de/marktseite/marbach/831013/rewe-markt-grabenstrasse-1/>

Restaurants:

Jägers Restaurant Schillerhöhe

Schillerhöhe 12, 71672 Marbach am Neckar

Tel: +49 7144 34081

Hours: Mon, Wed – Fri: 11h30-14h00, 17h00-22h00, Sa: 11h30-22h00, Sun: 11h30-21h00

Closed Tuesdays

Gaststätte Turnerheim

Schillerhöhe 11, 71672 Marbach am Neckar

Tel: +49 7144 97802

Hours: Mon-Tues, Thurs-Fri: 11h00-14h00, 17h00-00h00, Sat-Sun: 11h00-00h00

Closed Wednesdays

Pool:

Hermann-Zanker-Bad

Schillerhöhe 19, 71672 Marbach am Neckar

Website: <http://www.schillerstadt-marbach.de/index.php?id=127>

Compiled from advice given by:

John Goodwin
University of Leicester

Adrian Jitschin
Norbert Elias Foundation

Andrew Linklater
Aberystwyth University