

## **BROOKSIDE GARDENS PHOTOGRAPHY PERMIT REQUEST**

Please print, complete and fax this form to 301-962-7878. The form can be found on [www.brooksidegardens.org](http://www.brooksidegardens.org). Click on Photography Permit request to bring up the form.

**Registration Date:** \_\_\_\_\_ **Session Date:** \_\_\_\_\_ **Requested Times:** \_\_\_\_\_

**Type of Photos** \_\_\_\_\_ **Number in Party** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Photographer(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number(s):** \_\_\_\_\_

**Please do not phone The Events Office, the photographer will be notified when the session is approved.**

### **Photography Rules & Regulations**

1. Use of the gardens for photo sessions will be approved no more than 7 days prior to the requested date. Paid Photo sessions will be approved up to 30 days before the event. Each session is scheduled separately.
2. Photo sessions are restricted to one hour in length.
3. No more than 10 participants, including the photographer and subjects, are allowed per session. Groups greater than 10 persons including the photographer can be booked for \$350.00 per hour.
4. If the session is approved, a badge will be issued to the photographer. The badge must be displayed during the photo session and can be picked up at the Visitors Center Information Desk.
5. Do not disturb any gardens, stand on rocks or displays, block paths, or climb garden or fountain walls.
6. The photo session must not interfere with other visitors' enjoyment of the gardens.
7. Photo Sessions are not allowed in the conservatory during the time it is open to the public. Photo sessions may be booked after 5:00PM for \$350.00 per hour.
8. Outdoor, tripod lighting is not permitted, though hand-held strobes may be used.
9. For the safety of all visitors to the gardens please be careful of cords, hot lamps and other equipment that could pose a hazard.
10. Photo sessions are not allowed during MNCPPC events.
11. Photo permits are not issued during periods of heavy public visitation.

I have read and agree to abide by the above regulations.

Photographer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrative Use: Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

