



GARDNER VILLAGE

PHOTOGRAPHY AGREEMENT

Gardner Village requires a fee for all professional photographers and anyone charging a fee for their services for portraiture taken in around or on the Gardner Village property, whether taken in the Village or The Gathering Place. Please check availability of The Gathering Place, as all areas may not be available due to private events.

CHECK IN

Photographers must check in at the Gardner Village offices to sign the photo policy and obtain a pass prior to the photography session. If the photography session is to take place on a Saturday or Sunday, or anytime other than normal office hours, a pass must be picked up prior to any photography session during normal office hours or at Down to Earth, which is located in the same building as the management office. Office hours are Monday through Friday from 10:00 AM to 4:00 PM. The photographer must wear the pass at all times during the session. Those without a photo pass will be asked to return and check in at the Gardner Village office or leave the property.

POLICIES & PROCEDURES

Those who wish to take portraits, video, or photos for monetary gain at Gardner Village must follow certain policies and procedures as outlined below:

- One photography pass is required for each session.
- It is the photographer's responsibility to inform their guest of the rules and regulations associated with photos taken on the property.
- Bathroom facilities are available during regular business hours, for changing clothing, located on the west side of Down to Earth, in the big red barn.
- Personal belongings may not be left in the restrooms during the photo shoot. Guests and photographers are liable for all personal belongings.
- Please note that Gardner Village staff may be working in the Village. We ask that you be respectful and not interrupt their work.
- Do not move tables, chairs, equipment or other items throughout the Village that may be set up for an event or display.
- Access to pathways, garden areas and retail shops cannot be blocked.
- Do not rearrange, or move signs, benches, displays or product belonging to retailers.
- Please do not litter. Carry out all your trash, or dispose in trash cans.
- Please do not pick any flowers or enter any of the garden beds. Walking in the beds severely damages our plant collections by compacting the soil and injuring the plant materials.
- Gardner Village assumes no liability for loss, theft or damage to equipment.
- There are no refunds or discounts for a photography pass.
- Guests are responsible for damages done to the property.
- Violation of any of the above policies will result in the photographer and guest being asked to leave the property. No refund will be given.

Thank you for choosing Gardner Village as your site for professional photos.



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HOURS OF OPERATION

Gardner Village office hours- Monday through Friday 10:00 AM to 4:00 PM. All photographers must check in with the office. **If the photo session is not during normal office hours, then the photographer must check in prior to the photo shoot during normal office hours, sign the agreement, pay the fee and obtain a pass.** A pass may also be obtained at Down to Earth, which is located in the same building as the management office.

Gardner Village retail shops and Archibald's Restaurant are open Monday through Saturday. Check our website for hours of operation at gardnervillage.com

FEES

- Sitting fee is \$30. Each sitting fee includes still portraiture or videography for one bride, one family or individual.
- Additional photo opportunities are available at The Gathering Place for an additional fee. Prior arrangements must be made with The Gathering Place and is based on availability and by appointment only.
- If you book a wedding at The Gathering Place, there will not be an additional photography fee; however, you will need to pick up a photography pass at The Gathering Place and sign a Photography Policy.

Please Print

Photographer Last Name: _____ First Name: _____

Photographer Cell Number: _____

Studio Name: _____

Studio Address: _____

Studio Phone Number: _____

Email Address: _____

I have read and understand these policies and procedures and agree to abide by them.

Signature: _____

Date: _____