

Photo sessions are limited to **two hours with a maximum of five people** admitted at no additional charge, which includes photos subjects, the photographer, and a photographer's assistant. If the photography session participants are GWG Members, they may use their membership benefit for admission for the session. A Photography Location Fee of \$65.00 will apply. Additional guests accompanying the group must pay the regular admission fee for that day. **Advance reservations are not required.** The photographer must sign a photography agreement at the GardenShop and receive a Photo Pass. Photographers must wear the GWG Photo Pass where it is visible to GWG staff at all times.

Bridal/Wedding Photography

GWG Brides who have reserved a Gardens venue for their ceremony receive a complimentary photo session prior to the wedding date, as well as on the day of the event. **Advance reservations with the wedding department are required at least two weeks prior to the preferred photo session date.** The bride and her photographer must sign a photography agreement at the GardenShop and receive a photo pass. Photographers must wear the GWG Photo Pass where it is visible to GWG staff at all times. **Photo sessions are limited to two hours with a maximum of five people** admitted at no additional charge, which includes the bride, a bride's attendant, the photographer, and a photographer's assistant. Additional guests accompanying the group must pay the regular admission fee for that day.

In the case of inclement weather on the day of a scheduled photo session, please call the Wedding Department to reschedule. The two week advance scheduling requirement does not apply in cases of weather-generated cancellations/delays. The photo session will be rescheduled as soon as possible.

Non-GWG Brides who are marrying at another venue may take wedding photographs at the Gardens for a fee of \$125.00 per session. **This includes photos taken by non-professional photographers, such as a family member.** Photo sessions are limited to **two hours with a maximum of five people** admitted at no additional charge, which includes the bride, a bride's attendant, the photographer, and a photographer's assistant. If the photography session participants are GWG Members, they may use their membership benefit for admission for the session. A Photography Location Fee of \$65.00 will apply. Additional guests accompanying the group must pay the regular admission fee for that day. **Advance reservations are not required.** The photographer must sign a photography agreement at the GardenShop and receive a Photo Pass. Photographers must wear the GWG Photo Pass where it is visible to GWG staff at all times.

Garvan Woodland Gardens reserves the right to deny wedding photo sessions during certain days and hours of the week, depending on the season and projected times of heavy visitation, such as Holiday Lights. Photo sessions are allowed between 9:00 a.m. and 6:00 p.m. February through mid-November, and between 12:00 p.m. and 4:00 p.m. from mid-November through December 31. The Gardens is closed the month of January.

Commercial Photographers and Videographers

Photography/videography within GWG to promote or sell a product or service (including promoting the photographer) falls under GWG commercial photography policies. Photographers/videographers shooting still or video footage for inclusion in a newspaper, book, magazine, catalog, model portfolio, television commercial, social media, blog, music video, etc., are charged a location fee and must be scheduled in advance.

Contact the Marketing Department at 501-262-9606 for pricing information or to schedule a promotional or commercial shoot. Commercial filming and photography is by appointment only. Restrictions apply to hours available and type of equipment allowed in the Gardens during regular operating hours. Extra fees apply if the photography or videography requests that an area be closed to the public during a photo or video shoot. Inquiries should be directed to the Facilities Manager or the Marketing Director at 501-262-9300.

Drones (Unmanned Aircraft Systems)

Garvan Woodland Gardens is a property of the University of Arkansas. The use of any property owned, leased, licensed or otherwise controlled by the University, including, but not limited to, any "air rights" recognized by federal or state law, to operate any Unmanned Aircraft Systems ("UAS"), commonly referred to as "unmanned aerial vehicles" or **drones**, as well as any small unmanned aircraft or model aircraft ("model aircraft"), **poses inherent health, security, and privacy risks to the University community.** Accordingly, use of University property or air rights for the purpose of operating any

UAS or model aircraft is **prohibited at all times**, except as approved in advance, through a *Outdoor Facility/Space Reservation Form for Unmanned Aircraft Systems (Drones)*; provided, however, that any UAS must comply with all applicable federal certification requirements or other federal and state laws, including, but not limited to, any requirements of the **Federal Aviation Administration.** *Reprinted from: <https://vcfa.uark.edu/policies/fayetteville/fama/7081.php>*

Restrictions on Use of Photos or Video

Photos and video footage shall not be used for advertisements for private entities or individuals whether commercial or non-profit unless prior WRITTEN permission has been obtained in a Photo Release from Garvan Woodland Gardens, or unless the photo(s)/video(s) have been submitted by GWG personnel with a request to use such materials in promotions (such as Arkansas Parks and Tourism).

Photos or video footage or use of the name or any identifiable structures, features, symbols, or signage of the Gardens (including, but not limited to, the Anthony Chapel, Evans Children's Adventure Garden, bridges, and distinctive rock and water features such as waterfalls) ("GWG Marks") is prohibited without express WRITTEN permission. The GWG Marks are the exclusive property of the University of Arkansas. Likewise, any use of photos or video of the Gardens in a manner that may associate the Gardens with any private organization or entity is prohibited without express WRITTEN permission. Use of photos or video in a prohibited manner may result in the denial of future requests to take photographs or shoot video footage or other actions to protect the rights of Garvan Woodland Gardens/University of Arkansas.

Movies and Documentaries

Requests to shoot footage for movies or documentaries will be considered on an individual basis. The minimum fee for a full day of shooting (up to eight hours) is \$5,000 plus any additional expenses, i.e., staff labor, use of Gardens equipment, etc. Depending upon the number of days, locations/venues filmed and hours, fees could increase to \$7,500 per day.

A University of Arkansas Location License Agreement must be signed and accepted by both parties prior to the scheduled filming date. At least one week prior to the scheduled shoot, the film company must provide commercial general liability insurance and automobile liability insurance in an amount satisfactory to the University of Arkansas, and to provide a certificate of insurance name the University as an additional insured. In addition, the film company must maintain workers compensation coverage as required by the State of Arkansas.

The following statement shall be included in the roll credits: "Shot on location at Garvan Woodland Gardens, a department of the University of Arkansas Fay Jones School of Architecture, in Hot Springs, Arkansas."

Members of the News Media/Press

All freelance journalists and active members of the news media/press are requested to notify GWG prior to entering the Gardens to obtain still photographs or video footage. Photos/video fee may be waived for working members of the news media covering Garvan Woodland Gardens sponsored events and activities, but prior permission must be obtained from authorized GWG staff.

While in the Gardens, official media/press credentials must be visible to GWG staff at all times. If a news media member is not wearing official media/press credentials, a Photo Pass must be obtained at the GardenShop, located in the Pratt Welcome Center. Photo Pass must be worn and visible to GWG staff at all times while on Gardens grounds. Please refer calls and questions to Garvan Woodland Gardens office 501-262-9300/800-366-4664 during regular operating hours. Before or after hours, or in the case of an emergency, contact University Relations at 479-575-5555.

Golf Cart Transportation for Photo/Video Events

Golf carts may be available as transportation to/from various locations within the Gardens. Cost is \$100.00 per hour for use of a golf cart and driver, and cart must be driven by a trained GWG staff member or volunteer. Carts are available on a first-come, first-served basis and cannot be reserved in advance. The Gardens' first priority is to accommodate visitors with physical challenges.