



Photography/Videography Agreement

Photographer/Videographer Name _____

Name of Business _____

Mailing Address _____

City _____ State _____ Zip Code _____

Business Phone _____ Cell Phone _____

E-mail Address _____

Estimated Number of Persons in Photo/Video Session _____

Client Name (if applicable) _____

Photo Session Date(s) _____

Please give a brief description of how the photo(s) or video will be used _____

I, _____, (photographer/videographer) have read, and I understand and accept the terms of the Garvan Woodland Gardens (GWG) Photography/Videography Policies. In addition, I agree to the following terms:

- In addition to the terms of the policy, Photographer/Videographer agrees to leave the property and/or venues in the same condition as they were prior to use.
- Photographer/Videographer agrees to be responsible for any damage to GWG's indoor facilities or outdoor premises caused by the Photographer/Videographer or user group, as applicable.
- Photographer/Videographer agrees to give location credit if photos/video(s) accompanies editorial copy unless waived by GWG in writing.
- Photographer hereby releases, holds harmless, and forever discharges the University of Arkansas/Garvan Woodland Gardens, and its employees, agents, and volunteers from any and all liability, claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, property damage, or personal injury including death, that may be sustained while photographer/videographer or user group are on GWG property. Photographer/Videographer is fully aware of the risks and hazards associated with photographing/videography on location at GWG.

Photographer/Videographer Signature

GWG Staff Signature/Title

Date

Date

Photography/Videography Fees Paid

Photo/Video Fee (see fee schedule)\$ _____

Additional Guests (\$15 per person adult) x ____ = \$ _____

(\$5 per person 4-12 child) x ____ = \$ _____

Golf Cart Ride (\$100 per hour) x ____ = \$ _____

Total Amount Paid\$ _____



Photography/Videography Policies

Garvan Woodland Gardens
Fay Jones School of Architecture + Design
University of Arkansas

550 Arkridge Road | Hot Springs, AR 71913 | 501-262-9300 | 501-262-9301 fax | www.garvangardens.org

Visitors are permitted to capture still photos or video of Garvan Woodland Gardens to remember their visit as long as the images are solely for their personal enjoyment and not for portrait, commercial or organizational purposes.

Photo/Video Session Fee Schedule

Portrait/Posed Photography Location Fee (non-Members and non-Garvan Brides) \$125.00/2 hours

Portrait/Posed Photography Location Fee (Garvan members only) \$65.00/2 hours

Commercial Photography or Videography \$400.00/4 hours
(Commercial Photography or Videography must be reserved in advance through the Marketing Dept.) \$800.00/8 hours

Photography Rules and Guidelines

- Photography is permitted only during normal operating hours. **All photo sessions must conclude by 6 p.m., no exceptions. Sessions during Holiday Lights must conclude by 4 p.m.**
- Clients/models should arrive fully prepared, including attire, hair, makeup and styling. Changing in the Gardens public restrooms is not advised, as it is a public place. If a private changing area is desired, a space can be reserved and rented ahead of time.
- Clients/models must be fully and appropriately clothed (i.e., no nudity, swim wear or lingerie).
- Photography sessions should not disrupt visitor access or enjoyment of the Gardens, employee access or performance of duties, special events or pedestrian flow.
- Garvan Woodland Gardens property may not be moved or disturbed. This includes, but is not limited to, standing/walking through flower beds, water features or displays; picking/cutting plant material; moving benches, containers or signs. Trees, walls, and fences are not to be climbed. Children should not be placed among the flowers for any reason and should not be encouraged to touch and handle the flowers.
- Tripods are not allowed in flowering displays or flower beds.
- Photography equipment should not be left in the path of visitors, which could cause fall or injuries.
- GWG assumes no responsibility for loss, theft, or damage to any equipment or belongings of the photography party.
- GWG reserves the right to halt any photography session deemed to be disruptive or destructive.
- Balloons, glitter, confetti, sparklers and large props for photos are not permitted in the Gardens at any time.
- Garvan Woodland Gardens reserves the right to deny personal photo sessions during certain days and hours of the week, depending on the season and projected times of heavy visitation, such as Holiday Lights.
- Garvan Woodland Gardens shall not be responsible for any personal injury (including death) or personal or property damage or loss during any photo/video session. Photographer/videographer and/or user group shall be responsible for any damage to the Gardens' indoor facilities or outdoor premises or any personal injury caused by the photographer/videographer or user group, as applicable.

Portrait/Posed Photography Location Fee

All posed/portrait (including but not limited to engagement portraits, bridal portraits, wedding portraits, children's portraits, family portraits, pregnancy portraits, prom portraits, Quinceañeras, group photos, senior photos, etc.) photography is subject to the **Photo Location Fee** of \$125.00 per session. **THIS INCLUDES PHOTOS TAKEN BY NON-PROFESSIONAL PHOTOGRAPHERS, SUCH AS A FAMILY MEMBER OR FRIEND.**