



### **Art and History Museums Maitland Photoshoot Agreement**

Thank you for choosing the Art and History Museums Maitland (A&H) for your photoshoot. **Photoshoots are available to A&H members only and must be scheduled in advance.** A&H Members at any Distinguished Circle Membership (Fan Level and above) may reserve one (1) complimentary two (2) hour photoshoot per year and Members at the Landmark Society level may book unlimited times throughout the year. For more information on memberships please visit: <https://artandhistory.org/get-involved/membership>

#### **Contact Information:**

Name:

Address:

Phone:

Email:

#### **Description of photoshoot:**

(Please be as detailed as possible)

#### **Requested photoshoot date and time(s):**

All photoshoots must be scheduled in advance between the hours of Monday – Friday 9:00am – 5:00pm. Photoshoots are available in 2 hour blocks and any additional time must be rented. After hours or weekend photoshoots must be rented via the hourly rate. Please contact the Rental Office for rates.

Due to accessibility of A&H museums and grounds we are limited to scheduling no more than 1 photoshoot per day and 2 per week. All photo shoot dates and times are subject to availability.

#### **Equipment Guidelines:**

Photography is limited to one camera (DSLR or otherwise), one tripod, and one portable light reflector. No furniture such as tables or chairs are permitted. Questions about additional equipment can be brought to the attention of the Rental Manager.

#### **Facilities Guidelines:**

The Art and History Museums Maitland is a National Historic Landmark and the following facilities guidelines are set in place in order to protect the site. No landscape material or permanent installation may be moved, disturbed or altered in any way this includes posing models up against any of the murals, artwork, or gates. No climbing.



**Personnel Guidelines:**

Please list the names of each persons in your party including the photographers and models:

**Decoration/Props Guidelines:**

No flame of any kind, loose flower petals, or confetti/glitter. Nothing can be affixed/attached with nails, screws, tape, glue, etc to any landscaping, structure, part of the site. All props must be free standing or hand-held.

**Dress Code:**

The Art and History Museums Maitland is a family environment so all professional photoshoots must have appropriate content. No lingerie/swimsuit attire permitted. No nudity.

**Other:**

At this time we currently do not permit video shoots. The Art and History Museums Maitland and its staff reserve the right to turn away any unauthorized or unscheduled photoshoots on site and or the use of inappropriate content and rules and regulations subject to change. Any of the above policies broken during your photoshoot on campus may result in ending your photo shoot. (Need better wording). Any photo shoot that may need more than the complimentary 2 hour time frame must be requested for approval.

On the day of your scheduled session please check in at the Rentals Office/Studio 1 to receive your photo pass and go over our guidelines

**Waiver and Release:**

Waiver and Release of All Claims and Assumption of Risk I hereby waive, release, hold harmless and forever discharge A&H and its respective trustees, officers, employees, volunteers, agents, legal representatives and assigns, hereinafter collectively referred to as "Parties," from any and all claims, actions, demands, and liability for any and all injuries, damages or loss, regardless of severity, that I may sustain as a result of said participation. I instruct my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate to waive, release, hold harmless and forever discharge the Parties from any and all claims, actions, demands, and liability for any and all injuries, damages or loss, regardless of severity, that I may sustain as a result of my volunteer service. I further agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that I may sustain as a result of my volunteer service.

By signing below you agree to follow the above policies and procedures in regards to photoshoots at the Art and History Museums Maitland.

Photographer/Organizer Signature:

Date:

Rental Manager Signature:

Date: