

Photography Guidelines

PHOTO POLICY

Photographs are a wonderful way to remember your visit to Aldridge Gardens. We encourage visitors to take casual photographs of plants for their own personal use. BUT, if you come to the Gardens for the purpose of taking photos of people - then a photo permit is required.

The Photography Guidelines outlined here are for all guests, but a permit is necessary for those who wish to use the Gardens as the background for directed, posed photography, including weddings, family, engagements, graduations, proms, senior photos or similar. Photographers do not need to be professionals for this to apply.

The cost of the **Photo Permit is \$30.00** for a one hour session, with a maximum of ten people per session. Please submit the Photo Permit Application with the \$30 fee to the Aldridge Gardens Event Coordinator at least one week prior to shoot.

Wedding ceremonies, receptions or other special rental occasions scheduled at the Gardens are welcome to take their photographs according to their rental agreement with no additional fee. As always, these Photography Guidelines apply.

GENERAL PHOTOGRAPHY GUIDELINES

Aldridge Gardens is Hoover's public garden, and adherence to these guidelines is extremely important to maintain a positive experience for all visitors:

- Gardens' Etiquette rules apply at all times
- Call ahead to schedule. More than one session may be scheduled for the same time frame. In the event of rain, you may reschedule your session—No refunds are given
- A maximum of ten people (over the age of three) per session
- No smoking
- Remain on the pathways and grassed turf at all times
- Do not climb trees or tall shrubs
- Do not disturb or remove plants, plant labels or containers
- Posed photographs may be taken in the outdoor gardens only (Wedding or Event rentals do not apply)
- Do not block accessibility to any entrance, pathways, or garden areas for use by others
- Keep pathways accessible and safe for all. Camera tripods, lights and other equipment may not block paths
- Photographs at Aldridge Gardens will not be used to imply endorsement by Aldridge Gardens
- Guests should come dressed and prepared for their photo session. There are no changing areas available—the Public Restrooms are not to be used for changing rooms

FORMAL, POSED PHOTOGRAPHY

Definition: Posed, photography would include wedding, family, engagement, prom, graduation, senior photos or the like where the photographer is directing the models (subjects). The photographer doesn't need to be a professional.

Location: Posed photographs may be taken in the outdoor gardens only. The Aldridge Art and Historical Collections Museum or other interior venues of Aldridge Gardens are not available for use as photography sites.

Fees: Each one-hour session will be assessed a Photo Permit fee of \$30. Any request to waive this fee, based on hardship, must be submitted in writing to the Event Coordinator at least one week prior to the event. There are NO REFUNDS for the cancellation of a photography session at Aldridge Gardens. In the event of rain, you will get a Rain Check and may reschedule your session.

Scheduling: Your posed photography session will be scheduled around those that have rented the Gardens as the site for their wedding, meeting or other special occasion. In all cases, the photography session must be scheduled a minimum of one week in advance and begin and end within the allotted time. In the event of rain, you may reschedule your session. Either the subject or the photographer may make the reservation.

ALDRIDGE GARDENS PHOTOGRAPHY GUILD

Professional Photographers Note: Membership in the **Aldridge Gardens Photography Guild** fee is \$150 per annum, and may be paid in lieu of the session fees. Membership entitles a photographer to schedule an unlimited number of posed sessions at the Gardens for one year, commencing on the date of the purchase of the permit. A maximum of ten people per session is allowed per 1 hour session. Scheduling and General Photography Guidelines apply.

APPLICATION PROCEEDURE AT LEAST ONE WEEK IN ADVANCE:

Contact Event Coordinator to reserve date (205.682.8019), then download form and mail with payment to:



Photography Guidelines

PROMOTIONAL PHOTOGRAPHY

Photographers taking photographs used to promote Aldridge Gardens, for instance in travel publication or brochure, will not be assessed a fee.

Promotional Photographers please contact: **Debbie Bartoletti, Director of Marketing** (205)682.8019, Ext. 7 dbartoletti@aldridgegardens.com

COMMERCIAL STOCK PHOTOGRAPHY

Photos taken as stock photography for publications, greeting cards, calendars, resume development or the like are in this category. Photographers in this category are required to become members of the **Aldridge Gardens Photography Guild**. Stock Photographers please contact:

Debbie Bartoletti, Director of Marketing (205)682.8019, Ext. 7 dbartoletti@aldridgegardens.com

COMMERCIAL VIDEOGRAPHY / PHOTOGRAPHY / FILMING

Fees are charged for Commercial Photography/Filming. Catalog shoots, commercials, professional videos and the like must be approved by the Gardens' Executive Director AND the Director of Operations and/or his/her designee. Full details of the project must be submitted in writing to the Director of Marketing for preliminary approval. The Gardens reserves the right to refuse any project.

Rates: Full Day \$300 Full Day \$600 & Half Day \$150 Half Day \$350

For all Promotional, Commercial Stock & Videography / Photography - General Photography Guidelines apply.

Please submit full project details to:

Debbie Bartoletti, Director of Marketing (205)682.8019, Ext. 7 dbartoletti@aldridgegardens.com

PHOTOGRAPHY PERMIT APPLICATION

Subject to approval by ALDRIDGE GARDENS

Pre-approval required

ALDRIDGE GARDENS HOURS 8am-4pm Daily

APPLICANT NAME	☐ SUBJECT	☐ PHOTOGRAPH	ER OTHER	
APPLICANT STREET ADDRE	SS			
CITY			STATE	ZIF
NUMBER OF MODELS/SUBJE	ECTS REQUEST	TED SITTING DATE	ALTERNATE SITTING DATE	REQUESTED SITTING TIME
NOMBER OF MODELO/GODDI	LOTO REGOLO	ILD OITHING DATE	ALTERNATE OF THOU	(SESSIONS ARE 1 HOUR
Event Coordinator or ALDRIDGE GARDENS Official Schedule Approval				
	Sitting Fee	: \$30.00 Payment F	Received	
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Event Coordinator ALDRIDGE GARDENS 3530 Lorna Road Hoover, Alabama 35216

I have received, read and understand the ALDRIDGE GARDENS Photography Guidelines and agree to abide by all rules and time restrictions and accept responsibility for my entire party.