

## PHOTOGRAPHY POLICY & GUIDELINES

21 November 2017

### GENERAL PHOTOGRAPHY GUIDELINES

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

- **Gardens' Etiquette rules apply at all times**
- **Please call ahead to discuss your photo shoot and schedule your session—sessions cannot be reserved on-line at this time.** Sessions start and end on the hour. A maximum of three concurrent sessions may be scheduled for the same time.
- Fees are \$30.00/session. A fee is required for each different session.
- We ask that you keep your group to ten people per session. If you have a need for more in the session please talk to our planner about arrangements.
- For your safety, please remain on the pathways and/or turf at all times. **Do not climb trees or tall shrubs.**
- Posed photographs may be taken in the outdoor gardens only
- Please be considerate of our other visitors and don't block pathways or garden areas. Camera tripods, lights and other equipment should not block these areas.
- Photographs at/of Aldridge Gardens will not be used to imply endorsement by Aldridge Gardens
- We asked that your guests come dressed for their photo sessions, as our public restrooms are limited and should not be blocked to be used for dressing rooms.
- **Scheduling:** Photography sessions will be scheduled around those that have rented the Gardens as the site for their wedding, meeting or other special occasion, and for sessions with other photographers. In all cases we ask that the session be scheduled ten days in advance and that the session begin and end within the allotted time. In the event of inclement weather, you may reschedule your session. Reservations may be made either in person or on the phone. Sessions are limited to three concurrent sessions to ensure a positive, uninterrupted experience. We do realize a ten day advance scheduling is impractical, and we will do everything possible to accommodate your shot. If advanced scheduling is not possible, please call the gardens prior to the shoot to ensure the shoot locations are available and that no other shoots or activities are scheduled.

### PROMOTIONAL PHOTOGRAPHY

Photographers taking photographs used to promote Aldridge Gardens will not be assessed a fee.

### COMMERCIAL STOCK PHOTOGRAPHY

Photographers are required to become members of the **Aldridge Gardens Photography Guild**.

### COMMERCIAL BACKDROP USE

Fees are charged for commercial backdrop use, and must be approved by the Gardens. Details of the project must be submitted in writing for approval ten days in advance of the shoot. The Gardens reserves the right to refuse any project.

**Rates are \$75.00 per hour FOR A MAXIMUM OF 4 HOURS (INCLUDES Security). \$500.00 for OVER FOUR HOURS TO 8 HOURS (8am-4pm) (includes Security).** General Photography Guidelines apply. Call Amanda Baker at 205.682.8019, to schedule.

### APPLICATION PROCEDURE

Contact Coordinator to reserve date (205.682.8019) at least ten days in advance of the shoot. Amanda will discuss shoot location, fill out permit form, arrange fee payment, and transmit copy to applicant for signature. **Unscheduled walk-ins may not be accommodated due to prior reservations or events.**

For ALL Scheduling, please contact Amanda Baker to ensure available times and locations: 205.682.8019

Amanda Baker  
[abaker@aldrigegardens.com](mailto:abaker@aldrigegardens.com)

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### PHOTOGRAPHY GUILD

**Guild Members Please Note:** Membership in the **Aldridge Gardens Photography Guild** fee is \$100 per annum, and may be paid in lieu of the session fees, and includes **access to the Gardens after the 5pm general public closing time (seasonal)**. Membership entitles a photographer to 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. General Photography Guidelines apply. **Guild Membership is also membership in Aldridge Gardens with all rights and privileges of Family Membership. Guild Membership does not apply to Commercial Video shoots.**

**For Guild Membership, contact:**  
**Ellison Hendrixson at 205.682.8019**

[ehendrixson@aldrigegardens.com](mailto:ehendrixson@aldrigegardens.com)

**Liability.** The Garden disclaims any responsibility for any personal or property damage or loss during the Photographer's visit to the Garden. Photographer and/or user group shall be responsible for any damage to the Gardens' facilities or premises caused by the photographer or user group, as applicable.

For good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, Aldridge Gardens grants permission to the Photographer to photograph, at the time and location set forth above. Permission is granted on the condition that these photographs shall be for the sole use of the above signed as indicated herein. Any other use beyond the usage intended and/or indicated requires the additional written permission of Aldridge Gardens.

Aldridge Gardens waives any claim to any copyright in the photographs resulting from this agreement.

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