# BIEDENHARN MUSEUM & GARDENS PHOTOGRAPHY GUIDELINES

One of the Biedenharn Museum & Gardens goals is to share the beauty and wonder of ELsong Gardens with as many people as possible. One way we accomplish this is allowing our guests to take photographs in the garden. We limit the number of photography appointments to ensure a quality experience for photographers, their subjects and our visitors. The policies below help us with this goal.

### PROFESSIONAL PHOTOGRAPHY APPOINTMENTS

ELsong Gardens is available for professional photography by appointment three times a day, by **RESERVATION ONLY**, Tuesday through Saturday at 10 am, noon and 2 pm.

Reservations are available for \$50.00 per appointment. The photographer must make reservations in advance. Reservations are taken on a first-come, first-served basis. Time allowed for each appointment is (1) one hour, including photography and changing clothes.

Photographers may use most areas of the garden and conservatory for a backdrop. Subjects and photographers may not stand in flowerbeds. No photography is allowed on the balcony overlooking the White Garden. Nothing in the garden is to be moved or rearranged (i.e. benches and flowerpots are not to be moved).

Reserved appointments are required for any photography subjects who change clothes and for ALL bridal portraits. Only persons with a reservation are allowed to change their clothes in the designated changing room. Upon payment of the fee in the Fountain Room, you will be given a key to the private changing room. Anyone bringing a change of clothes will be asked to make a reservation and return at that time to make photographs, at which time they will be required to pay the photography fee.

Reservations ensure that only one photographer and their subject(s) use the garden at a single time.

Only one subject or group is allowed in a session. Multiple bookings are not allowed. Portraits with more than 10 people will be charged an additional \$2 for each person over the 10 person limit.

Due to extenuating circumstances in the past, photography of bridal parties will not be permitted.

No pets are allowed on the premises.

No lingerie or revealing photography is allowed.

Photography is not allowed in the Biedenharn Home or the Bible Museum.

Photography for commercial purposes is not allowed.

Disrespect toward the gardens, its staff, visitors and policies may affect a photographer's ability to reserve future sessions. Garden staff may terminate a photography session in progress if the session becomes disruptive, offensive or otherwise inconsistent with the Biedenharn Museum & Gardens' image.

## **CANDID PHOTOGRAPHY**

We interpret candid photography as pictures you might take while on vacation, those images you use to record a trip and/or casual posed pictures that do not involve changing clothes, tri-pods, or special lighting. These are tourist photographs taken as souvenirs.

Candid photography is allowed in ELsong Gardens and Conservatory. Photographers may use most areas of the garden for a backdrop. Subjects and photographers may not stand in the flowerbeds. No photography is allowed on the balcony overlooking the White Garden. Nothing in the garden is to be moved or rearranged. (i.e. benches and flowerpots are not to be moved.)

Only persons with a reserved appointment (see Photography Appointments) are allowed to change their clothes in the designated changing room. Anyone bringing a change of clothes will be asked to make a reservation and return at that time to make photographs, at which time they will be required to pay the photography fee.

Photography is not allowed in the Biedenharn Home or the Bible Museum with the exception of December, when candid photographs are allowed in select areas.

#### **COMMERCIAL PHOTOGRAPHY**

Photography for commercial purposes is not allowed.

# **HOMECOMING AND PROM PHOTOGRAPHY**

Please review the separate Homecoming Photography Guidelines and Prom Photography Guidelines.

#### PLEASE NOTE!

The Biedenharn Museum & Gardens is not responsible for items left by photographers and/or their subjects and attending persons. We ask that you keep personal items with you at all times or lock them in the designated changing area. Please do not leave valuables in the restrooms. Also, for the safety of the visiting public, do not place personal items on walkways or steps.

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