



JOHN JAMES Audubon
CENTER AT MILL GROVE

1201 Pawlings Road Audubon, PA 19403 610 – 666 – 5593

PHOTOGRAPHY POLICY

Non-Commercial Photography

Individuals who are not commercial photographers and/or will not be using the photographs for commercial purposes in any form may photograph the exterior of buildings and the grounds at any time without permission; however, they must observe the same restrictions as commercial photographers concerning closure of areas, conduct and time limits.

Mill Grove Center prohibits all photography inside the museum without the express written consent of the Director.

Commercial Portrait and Wedding Photography

Mill Grove Audubon Center offers an ideal setting for commercial portrait and wedding photography. You'll be able to work with beautiful natural backgrounds in a quiet setting to create memorable images for your clients. Maintaining this environment requires your cooperation. Please follow this policy to help us protect and preserve this national historic landmark.

- Commercial photography sessions may be scheduled at Mill Grove any day between 8 a.m. and dusk.
- Commercial photographers must either be a "Small Business/Commercial Photographer Member of Mill Grove Audubon Center (\$100 annually) or pay a \$25 fee per session. This fee must be paid at the Museum Gift Shop before the session takes place. Note: An additional fee may be required for sessions that require Mill Grove staff support.
- **All sessions must be scheduled at least twenty-four hours in advance** by calling Mill Grove Audubon Center at 610-666-5593 during regular office hours – between 9 a.m. and 5 p.m. Monday through Saturday.
- Photographers will be required to submit a "Commercial Photography Application Form" and be issued a permit when the fee is paid. A copy of the permit must be carried during the session, and should be shown to staff members upon request.
- The time limit for a photography session is ninety minutes.
- Photographers are responsible for the conduct of their clients, drivers and other individuals involved in the session while at Mill Grove:
 - Use of alcohol is prohibited
 - Oversized vehicles must park in designated areas
 - Vehicles may not be left idling in the parking lot or in the driveway
 - All trash must be removed
 - No plants, animals or visitors may be disturbed
 - Do not enter any areas or building designated as closed
 - Individuals must be fully clothed (swim wear or undergarments are not permissible)
 - All activities must be reasonable and appropriate for a public setting
- Mill Grove Center prohibits all photography inside the museum without the express written consent of the Director.
- Mill Grove Audubon Center reserves the right to not issue a commercial photography permit when the session may interfere with a scheduled special event or rental.

Commercial Photography of Buildings and/or Grounds

The Center Director must approve in advance photography of Mill Grove Audubon Center's buildings or grounds for the purpose of resale or any form of commercial advertising. Fee may apply.

COMMERICAL PHOTOGRAPHY APPLICATION

Mill Grove Audubon Center is a national historic landmark, museum of John James Audubon's art and a protected wildlife sanctuary. It is important that the use of this center be compatible with our mission and the conservation goals of the National Audubon Society (jointly "NAS"). For this reason, NAS reserves the right to carefully screen applicants before granting permission to use the facility. Accordingly, no contract exists unless and until it is approved in writing by the Director (or designee) of the Mill Grove Audubon Center as evidenced herein by his or her dated signature under the section "Contract Approval."

FAILURE TO COMPLY WITH ALL RULES REGULATIONS AND POLICIES IN THIS AGREEMENT SHALL RESULT IN REVOCATION OF THIS AGREEMENT BEFORE OR DURING YOUR SESSION. REVIEW THIS APPLICATION THOROUGHLY BEFORE FILLING IT OUT.

Photographer Name & Business name	
Street Address	
City, State, Zip	
Email	
Phone	

Single (\$25) or Yearly (\$100) permit	
Date of Single Session/Client Name	
Expiration date of Yearly Permit	

INDEMNIFICATION

Photographer hereby agrees to assume all risks for loss, damage, liability, injury, cost or expense that may arise during or be caused in any way by the use or occupancy of the Mill Grove Audubon Center buildings and property. Furthermore, photographer hereby agrees, at photographer's sole expense, to indemnify, defend and hold NAS and Montgomery County and/or its officers, employees, and volunteers, free and harmless from any loss, claim, liability, damage, cost, and/or injury to persons and property that in any way may be caused by or occur during Photographer's use or occupancy of said properties and/or facilities.

Signature of Photographer _____

Signature of Center Director (or Designee) _____

STAFF USE ONLY	
Payment Method	
Payment Amount	
Payment Date	
Taken By	