

Promotional Photography Policy Agreement

Photographer Name _____

Photographer Business Name _____

Address _____

City, State, Zip _____

Phone Number _____

Client Name _____

Date of Photo Shoot _____

By signing this agreement, the undersigned states that they will comply with the terms of the *Manatee Village Historical Park Photography Policy* and the *Manatee Village historical Park Rules of Use*.

The undersigned has indicated that the photos taken on the above stated occasion are to be used for promotional purposes such as modeling portfolios, head shots for actors, and materials for local promotion of entertainers/musical acts.

This ***does not include*** contracted photo shoots (i.e. modeling jobs), and photography for brochures, catalogs, websites, and/or advertising for a business or product, or photography intended for use in promoting entertainers which is intended for national and/or international distribution. These are designated Commercial Photography under the policies of MVHP and will be subject to the terms and conditions of such including fees.

Should the photographer decide to use photos for commercial purposes, it is expected that the photographer will contact MVHP to make arrangements for commercial use; signing all agreements and paying all applicable fees.

If the photographer does not contact MVHP to make arrangements for commercial use, the photographer will be contacted and informed of the fee and will, from that point forward, be subject to the MVHP Commercial Photography Policy and applicable usage fees.

All photographers and members of their group are expected to follow the *Manatee Village Historical Park Rules of Use*, which staff has reviewed with the party as part of the *Promotional Photography Policy Acknowledgement*.

I understand and will comply with all ***Manatee Village Historical Park Photography Policies*** as stated above and attached hereto.

Signature of applicant Date

Please print name

Manatee Village Historical Park Promotional & Commercial Photography Policy

The following, as defined by this policy, are deemed **Commercial Use Photography**:

- **Portfolio/Promotional Photography**
- **Commercial Still Photography**
- **Commercial Film Photography**

Be advised:

Any photographer, videographer or artist who intends to use images of MVHP for commercial, professional, advertising, or promotional purposes must abide by the MVHP Promotional & Commercial Photography Policy, complete the appropriate agreement, and submit the applicable fee payment. Without payment of the applicable fees, signed agreement, and staff approval it is strictly forbidden to sell or use images taken of MVHP for commercial, professional, advertising, or promotional activities, which include but are not limited to publishing; marketing; educational materials; products and retail merchandise; general and web advertising; broadcast; or any situation where the photographer is paid for the use of the image.

Portfolio/Promotional Photography

- For personal promotional use such as head shots for actors, and materials promoting entertainers/musical acts, and modeling portfolios
- This ***does not include*** contracted photo shoots (i.e. modeling jobs), and photography for brochures, catalogs, websites, and/or advertising for a business or product, or photography intended for use in promoting entertainers which is intended for national and/or international distribution. These are designated Commercial Photography under the policies of MVHP and will be subject to the terms and conditions of such including fees.
- Must complete Commercial Photography Policy Agreement
- Must pay fee
 - Should MVHP discover the photographer has used photos taken under these pretenses for promotional purposes; this becomes either Promotional or Commercial Photography as defined in the *Manatee Village Historical Park Photography Policy* and is subject to associated policies and fees.
 - Should the photographer decide to use photos for commercial purposes, it is expected that the photographer will contact MVHP to make arrangements for commercial use; signing all agreements and paying all applicable fees.
 - If the photographer does not contact MVHP to make arrangements for commercial use, the photographer will be contacted, informed of the fee and will, from that point forward, be subject to the *MVHP Promotional and Commercial Photography Policy*, and applicable usage fees.

Fees for Portfolio/Promotional Photography

During regular hours of operation	\$30.00/per day
Outside regular hours of operation	\$100.00/hour

Arrangements for Portfolio/Promotional during regular hours of operation:

Please contact staff in advance or immediately upon arrival in order to sign the *Commercial Photography Agreement*, pay any applicable fees, and receive *Photo Authorization Pass*. Manatee Village Historical Park, its staff and volunteers reserve the right to ask photographers who refuse to sign the agreement to discontinue photography immediately.

If unauthorized photography continues, staff reserves the right to ask the party to leave. Manatee Village Historical Park cannot guarantee the availability or exclusivity of the facility or any part thereof for use during regular hours.

In the case of inclement weather either a refund may be given or the appointment may be rescheduled pending the availability of the facility. Determination of inclement weather is at the discretion of staff.

All members of the group are expected to follow the *Manatee Village Historical Park Rules of Use Commercial Photography*, which staff will review with the party as part of the *Commercial Photography Agreement*.

Arrangements for Portfolio/Promotional Photography outside regular hours of operation:

Reservations are required. Please allow seven (7) working days after the receipt of your completed application to obtain approval. A \$25.00 non-refundable deposit is required at the time of reservation. The remainder of the rental fee is due before the close of business on the last regular operating day before photography is scheduled to take place.

In the case of inclement weather either a refund may be given (less the \$25.00 non-refundable deposit) or the appointment may be rescheduled pending the availability of the facility. Determination of inclement weather is at the discretion of staff.

All members of the group are expected to follow the *Manatee Village Historical Park Rules of Use*, which staff will review with the party as part of the *Commercial Photography Agreement*.

Commercial Still Photography

****Must Contact Bradenton Area Film Commission for Application & Permission****

- Contracted photo shoots (i.e. modeling jobs), and photography for brochures, catalogs, and/or advertising for a business or product, or photography intended for use in promoting entertainers which is intended for national and/or international distribution are designated Commercial Photography under the policies of MVHP and will be subject to the conditions of such including fees
- Must complete Commercial Photography Policy Agreement
- Must pay fee

Fees for Commercial Still Photography

During regular hours of operation	\$100.00/hour
Outside regular hours of operation	\$150.00/hour

Arrangements for Commercial Still Photography during regular hours of operation:

****Must Contact Bradenton Area Film Commission for Application & Permission****

Reservations are required. The Bradenton Area Film Commission office will contact staff to inform MVHP of your desire to shoot on location. Please allow seven (7) working days after the receipt of your completed application to obtain approval. A \$25.00 non-refundable deposit is required at the time of reservation. The remainder of the rental fee is due before the close of business on the last regular operating day before photography is scheduled to take place.

On the day of the shoot, upon arrival come to the staff offices in order to receive a *Photo Authorization Pass*. Manatee Village Historical Park, its staff and volunteers reserve the right to ask photographers who have not made prior arrangements through the Bradenton Area Film Commission Office and/or refuse to sign a *Commercial Photography Agreement* and/or pay applicable fees to discontinue photography immediately. If unauthorized photography continues, staff reserves the right to ask the party to leave.

In the case of inclement weather either a refund may be given (less the \$25.00 non-refundable deposit) or the appointment may be rescheduled pending the availability of the facility. Determination of inclement weather is at the discretion of staff.

All members of the group are expected to follow the *Manatee Village Historical Park Rules of Use*, staff will review with the party as part of the *Commercial Photography Agreement*.

Arrangements for Commercial Still Photography **outside regular hours of operation**:

****Must Contact Bradenton Area Film Commission for Application & Permission****

Reservations are required. The Bradenton Area Film Commission office will contact staff to inform MVHP of your desire to shoot on location. Please allow seven (7) working days after the receipt of your completed application to obtain approval. A \$25.00 non-refundable deposit is required at the time of reservation. The remainder of the rental fee is due before the close of business on the last regular operating day before photography is scheduled to take place.

On the day of the shoot, upon arrival come to the staff offices in order to receive a *Photo Authorization Pass*. Manatee Village Historical Park, its staff and volunteers reserve the right to ask photographers who have not made prior arrangements through the Bradenton Area Film Commission Office and/or refuse to sign a *Commercial Photography Agreement* and/or pay applicable fees to discontinue photography immediately. If unauthorized photography continues, staff reserves the right to ask the party to leave.

Major commercial photography shoots are considered for approval on a case-by-case basis, only after receipt of a completed Commercial Still Photography and/or Filming Application. A detailed description of the project, photo layouts, and/or scripts may be requested before permission to photograph/film is granted. ***If approved, fees are subject to change according to the type of use and possible wear on the facility.**

In the case of inclement weather either a refund may be given (less the \$25.00 non-refundable deposit) or the appointment may be rescheduled pending the availability of the facility. Determination of inclement weather is at the discretion of staff.

All members of the group are expected to follow the *Manatee Village Historical Park Rules of Use*, which staff will review with the party as part of the *Commercial Photography Agreement*.

Commercial Filming

****Must Contact Bradenton Area Film Commission for Application & Permission****

- Contracted film/motion picture shoots intended for commercial purposes whether local, national and/or international distribution is designated Commercial Still Photography and/or

Filming Photography under the policies of MVHP and will be subject to the conditions of such, including fees

- Must complete Commercial Photography Policy Agreement
- Must pay fee

Fees for Commercial Filming*

During regular hours of operation	\$150.00/hour
Outside regular hours of operation	\$200.00/hour

Arrangements for Commercial Filming **during regular hours of operation:**

****Must Contact Bradenton Area Film Commission for Application & Permission****

Reservations are required. The Bradenton Area Film Commission office will contact staff to inform MVHP of your desire to shoot on location. Please allow seven (7) working days after the receipt of your completed application to obtain approval. A \$25.00 non-refundable deposit is required at the time of reservation. The remainder of the rental fee is due before the close of business on the last regular operating day before photography is scheduled to take place.

On the day of the shoot, upon arrival come to the staff offices in order to receive a *Photo Authorization Pass*. Manatee Village Historical Park, its staff and volunteers reserve the right to ask photographers who have not made prior arrangements through the Bradenton Area Film Commission Office and/or refuse to sign a *Commercial Photography Agreement* and/or pay applicable fees to discontinue photography immediately. If unauthorized photography continues, staff reserves the right to ask the party to leave.

Major film and television shoots are considered for approval on a case-by-case basis, only after receipt of a completed *Commercial Still Photography and/or Filming Application*. A detailed description of the project, photo layouts, and/or scripts may be requested before permission to photograph/film is granted. ***If approved, fees are subject to change according to the type of use and possible wear on the facility.**

In the case of inclement weather either a refund may be given (less the \$25.00 non-refundable deposit) or the appointment may be rescheduled pending the availability of the facility. Determination of inclement weather is at the discretion of staff.

All members of the group are expected to follow the *Manatee Village Historical Park Rules of Use*, staff will review with the party as part of the *Commercial Photography Agreement*.

Arrangements for Commercial Film Photography **outside regular hours of operation:**

****Must Contact Bradenton Area Film Commission for Application & Permission****

Reservations are required. The Bradenton Area Film Commission office will contact staff to inform MVHP of your desire to shoot on location. Please allow seven (7) working days after the receipt of your completed application to obtain approval. A \$25.00 non-refundable deposit is required at the time of reservation. The remainder of the rental fee is due before the close of business on the last regular operating day before photography is scheduled to take place.

On the day of the shoot, upon arrival come to the staff offices in order to receive a *Photo Authorization Pass*. Manatee Village Historical Park, its staff and volunteers reserve the right

to ask photographers who have not made prior arrangements through the Bradenton Area Film Commission Office and/or refuse to sign a *Commercial Photography Agreement* and/or pay applicable fees to discontinue photography immediately. If unauthorized photography continues, staff reserves the right to ask the party to leave.

Major film and television shoots are considered for approval on a case-by-case basis, only after receipt of a completed *Commercial Still Photography and/or Filming Application*. A detailed description of the project, photo layouts, and/or scripts may be requested before permission to photograph/film is granted. ***If approved, fees are subject to change according to the type of use and possible wear on the facility.**

In the case of inclement weather either a refund may be given (less the \$25.00 non-refundable deposit) or the appointment may be rescheduled pending the availability of the facility. Determination of inclement weather is at the discretion of staff.

All members of the group are expected to follow the *Manatee Village Historical Park Rules of Use*, which staff will review with the party as part of the *Commercial Photography Agreement*.

Manatee Village Historical Park Rules of Use

1. Please follow all rules applicable to all visitors to MVHP.
2. Please follow instructions given by MVHP staff and volunteers. Photographers may be asked to restrict their activities to certain places or times, depending on the MVHP schedule and the size of the group.
3. Grantee will only use the site between 9:00 A.M. and 4:00 P.M., Monday through Friday, excluding holidays. Hours outside of these regular operating hours must be scheduled with and approved by staff no less than seven (7) working days in advance, with all applicable usage fees paid in advance.
4. Grantee assumes full responsibility for any and all damage to the property, its grounds, buildings or equipment caused during grantee's use of the facility.
5. MVHP assumes no responsibility for loss, theft, or damage to equipment.
6. Grantee will meet with the on-site park staff prior to the shoot, or upon arrival, for orientation to the site and for information on buildings' use and preservation.
7. Grantee will only park vans, motor homes, and staff cars in the south parking lot. No parking will be allowed in the north lot next to the Wiggins Store or on Old Manatee Avenue.
8. Grantee will not use buildings or rest rooms for dressing areas. Persons appearing in photos need to arrive camera ready.
9. Grantee will not allow its photography or equipment to interfere with regular visitors, tours or operations of the Manatee Village Historical Park. We ask that Photographers not block pathways, entrances or exits.
10. Grantee will not move any furnishings, artifacts, or decorations. Furnishings, artifacts, or decorations may only be moved by park staff, at staff discretion.
11. Grantee will make no changes to the exterior of the buildings.
12. Grantee will not allow any persons in their group to sit, stand, lie, or otherwise make use of furnishings, artifacts, or decorations without prior approval of staff.
13. Grantee and its employees or subjects will not allow food or drink inside any buildings, with the exception of the Wiggins Store.
14. Grantee and its employees or subjects will not smoke or use alcoholic beverages anywhere in the Park.
15. Grantee will not allow any employee, actor or subject to appear nude, as that term is defined in Manatee County Ordinances 92-62 and 92-59 at the Manatee Village Historical Park. Inappropriate attire, such as lingerie, is prohibited. Wearing such attire or nudity, as defined in Manatee County Ordinances 92-62 and 92-59, will result in immediate cancellation of photo shoot, with no refund of fee.

16. Grantee will not use any pyrotechnics or light any fires within the park.
17. Grantee will use utmost care to see that no natural, historic or cultural features are injured. After completion of the work, Grantee will, as required by staff, clean up and restore the area to its prior condition and leave it in a condition satisfactory to the official in charge.
18. * Grantee will use commercially reasonable efforts, subject to network approval, to give due credit in its final product to the Manatee Village Historical Park through the use of appropriate title or announcement. Tagline/credit should read:
Shot on location at Manatee Village Historical Park, Bradenton, Florida.
19. * Grantee will provide the Manatee County Historical Commission a copy of the finished product (i.e. catalogue or commercial video) for its archives solely for internal, non-commercial and non-public use.

** Does not apply to Non-Commercial Photography Use, as defined in the Manatee Village Historical Park Photography & Film Policy.*