

Open-Hours Photography Guidelines & Agreement Form

Visitors wishing to conduct posed photography or videography sessions (portrait, prom, group, proposal, etc.) in the Gardens during regular museum hours may do so with the purchase of an Open-Hours Photography Permit. To help limit the number of visitors on campus at one time, electronic, timed-entry tickets for the scheduled time slot will be issued for every individual planning to attend the session.

Permit Guidelines

- Permits are available to groups of up to 10 people (includes one photographer or videographer) for \$50/hour. If the 1-hour timeframe is exceeded, guests may incur additional fees at check-out.
- Moving or rearranging furniture, artwork, fixtures or planted material is not allowed.
- Be considerate of other guests. Access to pathways and garden areas should not be blocked.
- Please do not climb on the stonework, rocks, walls, fountains, trees, sculptures, the cultivated hillsides, planted embankments or into the creek. Please stay on the designated paths in the formal gardens for your own safety.
- Photography sessions are not permitted in any Galleries that may be open. The Terrace is accessible via the Gardens. Visitors are welcome to tour with the additional purchase of advance, timed-entry general admission tickets.
- A single tripod or monopod, a single reflecting screen, and a camera and camera bag are permitted. Additional equipment and drones are not permitted.
- Changes of clothes are not permitted.
- Photography sessions, equipment, and changing of clothes are not permitted inside the Cabin. This space is monitored by cameras.
- Signage, flowers, costume masks, and other props are not permitted.
- All individuals above the age of 5 who are not fully vaccinated are required to wear a face mask that covers the nose and mouth, at all times while inside the museum. Fully vaccinated visitors are not required to wear masks indoors. All visitors are welcome to remove masks while in the Gardens.

Important Information

- Permits are intended for non-professional photographers. For more information about professional **photography options, please contact Philbrook's Guest Experience Coordinator** at 918-748-5347.
- Permits are non-exclusive and contingent on availability. Philbrook reserves the right to limit the number of photographers and limit access to certain areas of the Gardens and grounds at any time during a session.
- Groups of 10+ may be asked to schedule an After-Hours Photography Session. Information provided upon request.
- Visitors may **take photos, free of charge, on the Museum's Front Lawn** during regular business hours.
- Last permit will be sold one hour before close.
- All sales are final. In the event of inclement weather, special events, garden maintenance or facility repairs, Philbrook reserves the right to reschedule any session at a mutually convenient time. If anyone in your party feels ill or has come in contact with anyone feeling ill within 14 days of your scheduled session, please call 918-748-5347 to reschedule your session.

I have read and agree to abide by the above guidelines during my Open-Hours Photography Session on _____ at _____

Printed Name: _____

Today's Date: _____

Signature: _____