



Definitions

Recreational Photography is any candid, souvenir-type photography using a non-paid photographer or personal cellphone camera. The photographs are not used commercially. Visitors are welcome to take in-the-moment photographs that capture the experience of their visit. These sessions need not be scheduled in advance but are subject to our regular operating hours.

Portrait and Professional Photography is any posed or candid photography of individuals by professional or paid photographers for an individual's personal use. These sessions include but are not limited to engagements, families, maternity, prom, quinceañera, graduations, first communions, senior portraits, etc. These photographs may not be commercial in nature or resold for commercial purposes, and must be scheduled in advance.

Commercial Photography is any photography that is created with the purpose of using the resulting images for commercial, professional, advertising, or promotional purposes, including but not limited to film, television, video (including monetized social media platforms), advertising, retail merchandising, marketing, portfolio, educational, styled fashion shoots, or published material, or any purpose for which the photographer receives any remuneration for the use of the image or video. Such requests are considered on a case by case basis and must be scheduled in advance.

Student Photography is any photography by an individual high school, college, or university student. Student photographers must have a valid student ID and are subject to the same guidelines that apply to portrait and professional photography.

Mini Sessions are any posed or candid photography appointments to photograph individuals by professional photographers for an individual's personal use in which the sessions are organized as short time periods scheduled consecutively with different subjects in each session. Currently, mini sessions are not permitted at Linden Place.

Fees and Booking Lengths

Fees for photography sessions help support Linden Place's mission and allows us to maintain this treasured historic property.



All fees must be paid in full at the time of booking unless special arrangement is made. All fees are non-refundable unless Linden Place cancels your date.

Recreational and student photography does not require any additional permissions and is included with the photographer's admission to the museum. These photography sessions are only available during the museum's regular operating hours and must not interfere with the enjoyment of the museum by other visitors. All recreational and student photographers are subject to the same guidelines as personal and professional photography.

Portrait and Professional Photography is subject to the following fee structure:

- **During the museum's regular operating hours:** \$175/hr for a minimum of 1 hour and a maximum of 3 hours
- **Outside of the museum's regular operating hours:** \$225/hr for a minimum of 1 hour and a maximum of 3 hours

Commercial Photography fees and booking lengths are determined on a case by case basis.

At this time, **mini sessions** are not allowed at Linden Place.

General Photography Guidelines

General guidelines for all recreational, student, portrait and professional photography, and mini sessions:

- Drones or remote-controlled aerial vehicles are not permitted to be used at any time on the Linden Place property.
- No alcoholic beverages or other refreshments are permitted as part of your photography session.
- No vehicles are permitted on the property.
- Only certified service animals are permitted on the Linden Place grounds.
- Promotion of your brand using Linden Place imagery is prohibited.
- No furniture, artwork, or other museum property may be moved during a photography session. Much of the furniture is antique and not load-bearing; this furniture is indicated with a ribbon or sign, and no person, animal, or object is permitted to rest or be placed on these pieces of furniture.
- No guest or photographer may walk in plant or garden beds, pick plants, move plant containers, handle plants, sit or climb on the statues, or mount or suspend any object from the trees, statues, or structures.
- No guest or photographer may climb or hang any object from door frames, window frames, or furniture. No tacks, glue, tape, or other objects may be used to hang any object on the walls, window and door frames, furniture, or museum structures.



- No open flames are permitted on the property at any time, including but not limited to candles, sparklers, etc.
- Balloons, kites, flying lanterns, and confetti are prohibited.
- Linden Place is a non-smoking property. Smoking and vaping of any kind are not permitted anywhere on the property.

Guidelines for recreational and student photography:

- Costumes, props, tripods, selfie sticks, reflectors, or other photography equipment aside from a camera are not permitted.

Portrait and Professional Guidelines

Scheduling:

- All portrait and professional photography sessions are by appointment only.
- Reservation requests must be submitted at least 7-10 business days in advance of your requested date. We may be unable to accept requests or confirm availability more than 3 months in advance of the date requested. All requests are subject to availability. Availability depends on private and public events that may be taking place on the property, as well as staff availability.
- Please submit your reservation request by email to info@lindenplace.org. Your request will be reviewed and we will contact you with a decision within two business days. If your request is granted, payment in full is required to hold the date. This payment is nonrefundable at the time of payment. In the event that Linden Place cancels your session, a refund may be issued within two weeks of your scheduled photo date.
- For sessions scheduled during our normal public hours, admission to the museum is included with your photography session fee for all subjects and the photographer. No more than 6 people (not including the photographer) per photography session.
- Please arrive at your scheduled time. Your session time will not be extended to account for late arrivals. Sessions must conclude by their planned end time.

Use of the Property:

- All photographers and subjects must check in at the Gift Shop. For sessions scheduled outside of regular operating hours, you can access the Gift Shop from the door at the back of the Mansion.
- Your session does not entitle your party to exclusive use of the property. The grounds are open to the public year-round and the museum will remain open during regular operating hours. Your photography session must not interfere with the enjoyment of the property by the visiting public if scheduled during regular operating hours. To ensure no visitors during your session, schedule a session at a time when the museum is closed.

LINDEN PLACE

- Considerations for public safety and the protection of the structural and natural resources at Linden Place take precedence over any photography session. The Friends of Linden Place reserve the right to end the photography session for inappropriate conduct at any time and without refund at the sole discretion of the Friends of Linden Place or their designee.
- Friends of Linden Place reserves the right to monitor all photography sessions and prohibit any use or activity that it deems to conflict with Linden Place regulations, including but not limited:
 - Nudity and explicit material is prohibited.
 - Subjects should arrive ‘camera-ready.’ We do not have facilities to accommodate wardrobe changes.
 - No staging, pop-up dressing rooms, or other such props are allowed. Please contact us to gain approval for any props you would like to use.
 - All equipment used as part of the photo shoot must be handheld. Carts, cases, and dollies are not permitted. Please discuss any tripods and standing reflectors or lighting with us ahead of time before scheduling; this equipment will be reviewed on a case by case basis and may require an after hours session.
 - No furniture, artwork, or other museum property may be moved during a photography session. Much of the furniture is antique and not load-bearing; this furniture is indicated with a ribbon or sign, and no person, animal, or object is permitted to rest or be placed on these pieces of furniture. A site visit is recommended in advance for indoor photoshoots so the photographer can be familiar with the space.
- Well behaved, leashed pets may be considered on a case-by-case basis for after-hours photo shoots on the grounds only (no interior spaces).
- No photographs may be taken of visitors outside of your party.
- Linden Place is a historic museum and may be undergoing restoration work on the day of your photography session. We will do our best to notify you of such work in advance.
- Photos must not conflict with the values or mission of Linden Place. The Friends of Linden Place reserves the right to cancel or end any photography session at any time at their sole discretion.
- The individual who reserves the photography session is responsible for all actions and activities of their party, photographer and subject. By reserving a photography session, you agree to assume all liability for any property or personal damage resulting from your party’s use of the property. You and your party shall hold the Friends of Linden Place harmless for any loss, injury, illness, damage, or expense arising from your use of the property.



Our Right to Photograph Visitors

Visitors to Linden Place may be filmed, videotaped, and/or photographed by an employee or photographer contracted by Friends of Linden Place. Admission to a Linden Place event or program, and visitation to the property serves as permission for the use of these images by Friends of Linden Place. Linden Place is a public place and as such photos of our guests are permitted as they would be in any public space such as a park or roadway. However, visitors may ask not to be photographed. Please contact us as info@lindenplace.org if you would like your picture removed from one of our online platforms.

Visitors are encouraged to share their photos of Linden Place on social media.

Journalist Photography

Friends of Linden Place welcomes the opportunity to spread the word about Linden Place throughout many media platforms. Photojournalists, bloggers, television crews, and freelancers must coordinate their visit with Linden Place by contacting us at info@lindenplace.org.