



## 2021 Oxmoor Farm Photographer Permit Application

**Date:** \_\_\_\_\_

**Type of permit:**

Day permit - \$20 \_\_\_\_\_  
Valid for one calendar day

Year permit - \$150 \_\_\_\_\_  
Valid January-January  
\* Half year permit optional

A general liability policy will be required for all photographers/videographers.

**Contact Information:**

Business Name: \_\_\_\_\_

Photographer  
Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

## **Photography/Videography Policy:**

The picturesque surroundings and beautiful historic home and gardens make Oxmoor Farm the ideal backdrop for photo sessions. We welcome professional photographers to our grounds, as well as the library wing of the historic home, to conduct client sessions as well as personal non-profit photography/videography. Please see our photography contract for client sessions as there is an hourly fee associated with these sessions.

Advance notification and approval is required for all photo sessions.

## **Photography Fee:**

1. Portrait Photography taken by professional photographers consist of photos utilizing the grounds and library wing of the historic home as a background, such as graduation, family, wedding, engagement, prom, senior, or similar photos which are not part of a private event such as a wedding ceremony. Professional photographers are given the option to choose between the following:

- An annual permit which can be purchased for \$150.

OR

- A \$20 fee by the day.
- As noted above there is an hourly fee to be paid for all client sessions.
- Annual photographer's membership permit and daily permits may be purchased by contacting Shirley Harmon at 502-426-2126 or [sharmon@oxmoorfarm.org](mailto:sharmon@oxmoorfarm.org).

2. Commercial photography/video:

Photography and video sold for commercial purposes and the use in movies, documentaries, television commercials, brochures, business cards, annual reports, advertising, retail products, websites, promotional projects, music videos or similar profit-making projects must be scheduled in advance and fees will be negotiated. Unless

otherwise negotiated, Oxmoor Farm will receive site recognition in final products.

Coordination of all commercial photography is through Kim Klein, Executive Director of the Oxmoor Farm Foundation, 502-426-2126 or [kklein@oxmoorfarm.org](mailto:kklein@oxmoorfarm.org). Fees are based on the scope of the project.

3. Controlled Vehicle (Drone) Policy:

All use of drone or remote controlled vehicles in the airspace must be approved by Kim Klein, Executive Director, 502-426-2126 or [kklein@oxmoorfarm.org](mailto:kklein@oxmoorfarm.org).

**Photography and Video Guidelines:**

- Advance notification is required for all photo/video sessions to ensure there are no conflicts with scheduled activities.
- Parking is allowed at designated parking areas only.
- Grounds, structures, walls, and buildings may not be damaged or altered. Do not attach anything to any site structures.
- Artifacts, collection items, and furniture may only be moved by Oxmoor Staff.
- Plants and flowers in the gardens may not be rearranged, cut, moved, or handled in any way. Do not attach anything to the trees or climb trees.
- No balloons, confetti, or glitter are permitted on the property.
- Obey all signs on the site and avoid areas marked off for new plantings, archaeological digs, etc.
- An Oxmoor Farm staff member will be onsite during the session. Please follow all instructions from staff members.
- Animals must be leashed.
- The photographer/videographer is liable for all damages, expenses, and loss.
- Oxmoor Farm reserves the right to limit access to certain areas.
- No smoking and no open flame permitted.
- Oxmoor Farm reserves the right to refuse rental for photography that Oxmoor Farm deems to be, in its sole discretion, inconsistent with the historic character of the property, hazardous to its on-going preservation, or contrary to its mission and/or code of ethics.

Oxmoor Farm is a historic site recognized on the national historic register. As a site that includes the history of indigenous peoples as well as an enslaved community that lived and worked at Oxmoor for close to 80 years, we strive to honor those who lived and labored here. **Please refrain all photography near the former slave dwellings and avoid including the former slave dwellings in the background.**