

# OXMOOR FARM

## POLICY FOR AGREEMENT FOR PERSONAL AND FAMILY PORTRAITURE/PHOTOGRAPHY

This policy covers instances in which members of the public wish to utilize the Historic Oxmoor House and grounds of the estate for portraiture photography commemorating a special event (weddings, anniversaries, birthdays, etc.) whether or not a professional photographer has been employed.

**HOUSE AND GROUNDS PHOTOS:** The fee for photography is \$150 per hour for up to 10 guests, including vendors, such as photographer, hair stylist and makeup artist. Additional guests are at a rate of \$30 per person. Reservations are made through email at [sharmon@oxmoorfarm.org](mailto:sharmon@oxmoorfarm.org) or by calling 502-640-4138.

1. The earliest start time for photo shoots is 9:00am. The latest start time is 6:00pm.
2. Renter must check-in with Oxmoor Farm staff upon arrival and departure.
3. Renter is expected to respect rules & regulations of Oxmoor Farm Staff. Oxmoor Farm reserves the right to remove from the premises any person behaving in a manner considered potentially harmful or detrimental to Oxmoor Farm and/or other guests. Dress must be appropriate as determined by Oxmoor Farm.
4. Due to the historic nature of the home, photos are not permitted in the interior rooms of the main house excepting the grand library wing.
5. Artifacts, collection items and furniture of any kind may not be moved without approval. All handling of artifacts, collection items and furniture will be done by Oxmoor Farm staff only.
6. Renter is responsible for any damage incurred during the course of the shoot.
7. Oxmoor Farm is not responsible for any items or equipment brought to or left on the property.
8. Renter is responsible for clean-up during and after the shoot. When renter leaves Oxmoor, it should look as it did when renter arrived.
9. Smoking is not permitted.
10. No open flame is allowed in the house or on the grounds.
11. 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.
12. The signature below indicates that Renter has read, fully understands and shall abide by all terms of this agreement. Renter agrees to hold Friends of Oxmoor Foundation, Inc. harmless for any and all damages, injuries and/or losses occurring on its premises and to indemnify Oxmoor Farm & the Friends of Oxmoor Foundation, Inc. for any and all claims for damages, injuries and/or losses by any Renter's employees, guests, invitees, caterers or service contractors. As of date listed below, this agreement is entered into between Renter and Oxmoor Farm & Friends of Oxmoor Foundation, Inc.

Date of Shoot: \_\_\_\_\_

Time of Shoot: \_\_\_\_\_

# of Guests: \_\_\_\_\_

Purpose of Shoot: \_\_\_\_\_

Renter's Name: \_\_\_\_\_

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

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

Email address: \_\_\_\_\_

CC Number: \_\_\_\_\_

Exp Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Renter's Signature: \_\_\_\_\_