

FAIRCHILD TROPICAL BOTANIC GARDEN

10901 Old Cutler Road, Coral Gables (Miami), Florida 33156 USA
Tel 305.667.1651 Fax 305.661-8953 www.fairchildgarden.org

COMMERCIAL PHOTOGRAPHY LOCATION FEES

CREW SIZE

- 10 or less
- 1 motor home
- Small number of support vehicles

RATES

- Minimum daily location fees for still photography are \$500 for up to 4 hours.
- After 4 hours the fee is \$125 per hour between 8:00 a.m. - 5:00 p.m.
- The full-day rate, between 8:00 a.m. - 5:00 p.m. is \$1,125.
- Overtime before 8:00 a.m. or after 5:00 p.m. is additional \$155 per hour.
- Later hours will be considered, but must be requested and approved prior to the day of the shoot.
- In addition, 7% Florida sales tax will be added.
- The hourly rate is not prorated. It is billed in full hour increments only.

ADDITIONAL INFORMATION

- Payment in full must be made by the morning of the shoot.
- Payment may be made by check, cash or credit card.
- Certificate of Insurance for \$1,000,000 combined public liability for personal injury and property damage naming Fairchild Tropical Botanic Garden as additional insured.
- We must receive the Certificate of Insurance and a copy of the signed Guidelines before 2 p.m. prior to the date of the shoot.
- You may fax both items to Special Events at 305-661-8953.
- See Guidelines for additional information.

**For further information, please contact Fairchild's
Special Events Department 305-667-1651.**

Natalie White ext 3391
Jennifer Baldwin ext 3358
Ashley Amarante ext 3344

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COMMERCIAL PHOTOGRAPHY GUIDELINES

1/14/2011

Thank you for your interest in Fairchild Tropical Botanic Garden (FTBG). In order to ensure a successful photo session and the integrity of the Garden, we ask your cooperation in adhering to the following guidelines.

- **Contract & Payment:** Arrangements for shoot must be confirmed between 9:30-2:00, Mon.-Fri., prior to the date of the shoot, and location fee paid no later than end of the business day of the shoot.
- **Guidelines:** A signed copy of these guidelines must be returned no later than 24 hours before the shoot.
- **Insurance:** You will need to provide a certificate of insurance for \$1,000,000 combined public liability for personal injury and property damage naming Fairchild Tropical Botanic Garden as additional insured.
- **Walk-through:** Producer and Garden Coordinator must meet no later than the day before the shoot.
- **Plants/Flowers/Trees/Structures:** may not be cut, climbed or in any way disturbed or manipulated.
- **Conduct:** Photographer/director/production coordinator is responsible for the actions of all crewmembers.
- **Dress Code:** All crew and talent must be fully clothed while on the property. **No lingerie shoots permitted.**
- **Dressing Rooms:** Facilities for dressing/styling rooms must be provided by photographer or agent.
- **Equipment and Supplies:** may not be scattered about. Equipment may NOT be borrowed from FTG.
- **Golf Carts:** FTBG DOES NOT RENT GOLF CARTS. Only **ELECTRIC Golf Carts** are allowed in Fairchild. Golf carts may be rented from Broward Electric Car, 800-659-0317; S. FL Elec. & Gas Vehicles, 954-942-7777; Advantage Golf Carts 305-769-2274; or Pro Electric Cart 305-625-2538. Please make pre-payment arrangements. They cannot be delivered COD. **Carts must be delivered, before 2 pm, the day prior to the shoot.** Golf carts must drive slowly on the paved trams paths (NOT the grass), and pull off the tram path at location sites. Carts must be returned to the pick-up location. Transportation of all gear is the responsibility of the crew.
- **Motorized Vehicles:** Arrangements can be made for off-loading of equipment and supplies. **NO** trucks or cars are permitted in the Garden after 9 am or before 4:30 pm.
- **Animals:** Animals with trainers are permitted ONLY with special permission.
- **Crew and Talent:** must comply with all requests or instructions of Fairchild Tropical Botanic Garden staff.
- **Failure to comply with any of the above guidelines will result in the immediate termination of the shoot.**

Name:

Signature:

Signature indicates agreement to abide by these guidelines.

Company:

Today's Date:

Address:

Contacts Phone:

City, State, Zip:

Contacts Cell Phone:

Location requested:

Arrival Date/Time:

Total # of Talent & Crew:

Golf cart(s): Company ordered from:

Golf cart(s): Total # ordered:

Golf cart(s): Pick-up date/time: