



GREENSBORO
PARKS AND
RECREATION

APPLICATION FOR PHOTOGRAPHY PERMIT

Please note that a separate reservation and permit is required for each photo shoot and each location used during the shoot.

Rates:

Monday-Friday, \$25 per hour

Saturday-Sunday & City Holidays, \$50 per hour

Date of Application: _____

Name: _____ **Address:** _____

City/State/Zip: _____ **Phone: (H)** _____ **(C)** _____

Email: _____

Alternate Contact: _____ **Phone:** _____

Photographer Name: _____ **Phone:** _____

Business Name: _____ **Address:** _____

City/State/Zip: _____ **Email:** _____

Date of Reservation: _____ **Time Requested:** _____ am/pm to _____ am/pm
(must include setup and breakdown)

Location: (Reservations are made in hourly increments. (ex. 10:00-11:00 or 10:30-11:30))

Garden: Gateway Garden Greensboro Arboretum Tanger Family Bicentennial The Bog
Park (specify): _____

Purpose: Bridal Engagement Quinceañera Other: _____

Will electricity be needed: Yes No **Number of People:** ____ (including photographer)

Will props be used? Yes No If yes, please list: _____

Date Received: _____ Received By: _____

PERMIT

Pursuant to the rules and regulations governing the use of the City gardens, the application for photography in the city-owned facility described herein is approved for the stated activity subject to the conditions set forth in the application.

Application Approved By: _____ Date: _____

Rental Fee: \$ _____ Form of Payment Cash Check # _____ Money Order # _____

Visa/Auth Code: _____ MasterCard/Auth Code: _____ Discover/Auth Code _____

RecTrac Receipt# _____ Reservation#: _____ HH# _____

Greensboro Parks & Recreation Photography Rules and Regulations

The City of Greensboro invites you to create photographic memories that will last a lifetime in our regional parks and gardens. Each location offers visual and sensory enjoyment for our communities and visitors alike. Our gardens and parks are open to the public and admission is free.

General Information

Reservations are required for all posed or directed photography in gardens and regional parks. Visitors are welcome to take snapshots, which for these purposes are defined as informal photographs taken spontaneously without artistic intent, while visiting the garden or park. Photographs taken for any other purpose, such as family portraits, bridal portraits, quinceañeras, proms, etc. will require a photography permit and fee.

- Gardens and parks are open to the public at all times during operational hours.
- An application to reserve time is required for all photography with the exception of spontaneous snapshots. **Photographers are required to carry the approved permit during the photo shoot.** Photographers may be approached during the photo shoot for the approved permit. Failure to produce the permit will result in onsite request for payment or termination of the photo shoot.
- Reservations must be made a minimum of two days in advance of the requested date and during regular office hours (8 am – 5 pm).
- **Full payment is required at the time of reservation.**
- Photographers are expected to respect other events that are scheduled on the property (i.e. weddings, other photo shoots, reunions, etc.).
- Requests for specific locations on the property will incur the hourly event reservation cost. (Contact Parks & Recreation Administration at 373-5888 for further information.)
- Photography may take place at any location throughout the property, unless otherwise posted or reserved.
- Furnishings, plantings, artwork, etc. may not be moved. Care should be taken to avoid damage to property and plants at all locations.
- Commercial photography or filming requires special permits from the Special Events Manager. (Contact the Parks & Recreation Administration Office at 336-373-5888 for more information.)
- All subjects must be fully and appropriately clothed. Swimsuit photo shoots are not permitted.
- Photographers will be held accountable for damages to property and are responsible for the actions of those associated with the photo shoot.
- A separate photography application is not required for photographs taken during the time reserved for a wedding.

Cancellations and Refunds: Scheduled photo shoots cancelled due to inclement weather may be rescheduled for another date when notification is provided by the next business day and confirmed by the garden supervisor. No refunds are provided for inclement weather or cancellations.

I agree to abide by the above rules/regulations.

Applicant Name: _____

Date: _____

Return application to:

Greensboro Parks & Recreation
Attn: Garden Reservations
1001 Fourth St.
Greensboro, NC 27405
(336) 373-5888 (office), 373-4133 (fax)