

PHOTO SHOOT GUIDELINES

Plains Art Museum is a place of business; please remember to respect our staff and patrons at all times.

Requirements to follow while renting Plains Art Museum for photo sessions:

- Noise Violation Policy: Noise must be kept to a minimum.
- Out of respect to museum visitors and staff, we require that noise must be kept to a minimum. Please no running, yelling, etc. in Plains Art Museum. We want all Museum visitors to enjoy this space.
- **After 1st warning, your party will be asked to leave the space without reimbursements of funds.**

Photographer must sign in at front desk prior to session and check out before leaving.

- One client per photo session per hour.
- Must not extend photo session from scheduled time frame.
- Props must be kept to a minimum and must not interfere with the experience of Plains Art Museum. Be sure to take all belongings with you as you leave. Throw away all garbage.
- NO BALLOONS or GLITTER will be used during photo sessions.
- No nudity allowed, including infants. This is a public space.
- No photo sessions in the galleries.
- No 'Cake Smashing' during photo shoots
- Plains Art Museum is not responsible for lost or stolen items.

Photo shoot rate is \$75.00 per hour. If you should decide to re-schedule your shoot, please call within 48 hours of date. The \$75.00 amount may be transferred to another date, but not refunded.

All photo sessions must be arranged by the photographer and booked through the events office.
Contact psolum@plainsart.org, 701.793.6117

Photo shoots are booked no more than 2 weeks in advance and Plains Art Museum reserves the right to cancel.

For your convenience and for changing purposes, restrooms are located down the south hallway of 3rd floor.

I understand and agree to the requirements listed above.

Signature _____ Date _____