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 Policy: Out of respect to museum visitors and staff, 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.**
- 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 or FEATHERS may 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 $100.00 per hour. If you should decide to reschedule your shoot, please call within 48 hours of date. Photo shoots are booked no more than 2 weeks in advance and Plains Art Museum reserves the right to cancel. Photographer must sign in at front desk prior to session and check out before leaving. Payment is due upon arrival.

Photo sessions can be arranged by the photographer or client by contacting the events office Monday through Friday. Contact sbouta@plainsart.org, 701.551.6128.

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 _____