

Permission for Photography and/or Videography at the Wagnalls Memorial



The Wagnalls Memorial is a private property entity. We are open to the public for library services and community events, though many private events are held at the Wagnalls Memorial. Access to the property is by appointment only to allow your photography session and/or other events going on to not overlap and diminish the experiences for both parties.

The Wagnalls Memorial is a local landmark where various events, classes, private events, etc. are held. The Wagnalls Memorial appreciates working in partnership with photographers and videographers to create photos for clients for a personal use or public events in a way that is beneficial to all parties involved. Due to the landscape of the property and the property itself, once agreed, The Wagnalls Memorial will make every effort to provide assistance, coordination, accommodation and access to photographic and videography teams while the photographers/videographers are on property for an event/photo session. For aerial drone images and video, photographers/videographers are to notify The Wagnalls Memorial in advance, so that property boundaries are identified to protect the rights to privacy of surrounding private property owners. Drone operators may be asked to present their license.

In consideration for the access and permission granted, The Wagnalls Memorial has several stipulations:

- The Wagnalls Memorial buildings and grounds are to be used as backdrops only for photography or videography. If the desire is to produce images or video solely of the facility, the photographer/videographer will contract for services with The Wagnalls Memorial Foundation.
- No artwork (paintings, photographs, statues, architectural elements, etc.) will be the primary subjects of any photographs or videos. Amateurs/students of photography/videography may be granted exemption.
- Once images are fully edited and shared, submitted to any publications, or uploaded on any social media platforms, The Wagnalls Memorial requests that all images/videos are properly listed or 'tagged' as The Wagnalls Memorial, and The Wagnalls Memorial has full privileges in sharing all photos/videos for marketing, publication, promotion, website content, and social media platforms. The Wagnalls Memorial in return will also tag/give photo credit to the Photographer/Videographer.
- If the event features floral and event design creation as hired by a mutual client, The Wagnalls Memorial requests those artists/vendors to be correctly listed, tagged, or credited as such. (If publication is something to be pursued, a full list of collaborating vendors and their business entities can be provided.)

Please see reverse side.

For the above listed considerations, The Wagnalls Memorial grants _____ (otherwise known as Photographer/Videographer) full access to the images taken on property to do with as the Photographer/Videographer sees fit for marketing, publication, promotion, website content, social media, client orders, etc.

Date Requested: _____

Time to begin: _____ **Time to end:** _____ **Total Hours:** _____

Hourly Rate is \$50.00 during normal operational hours inside and/or outside the facility. Hourly rate outside of normal operational hours is \$100.00. **Amount Due:** _____

Payments may be made online, by mail, or in the library by cash, check, or credit.

IN AGREEMENT OF THE AFOREMENTIONED TERMS, PLEASE SIGN BELOW:

SIGNATURE of Photographer/Videographer: _____ **Date :** _____

Photographer/Videographer name: _____

Name of Business / Company Name: _____

Address : _____

Phone : _____

Email : _____

Social Media tags: _____

Responsible Party for Client contracting photography/videography:

Name: _____ **Number in party for contracted services:** _____

Address: _____

Phone: _____ **Email:** _____

For good and valuable consideration herein acknowledged as received, the undersigned, being the representative, legal owner of, or having the right to legally contract to permit the taking and use of photographs which include certain property designated as, The Wagnalls Memorial located at 150 East Columbus St, Lithopolis, OH 43136, does grant to ("Photographer / Videographer"), permission to photograph/ shoot video on the above listed private property.

As the representative for The Wagnalls Memorial, I grant access for photography/videography.

The Wagnalls Memorial Signature:

Title:

Date:

Please see reverse side.