Hobby photographers and garden visitors are welcome to take snapshots for personal use. Please respect the following guidelines:

Please remain on grass or pathways, keeping pathways clear and safe for other garden visitors.

- Please keep your feet on the ground; do not climb trees or walls; do not stand on benches.
- Please respect our trees; do not climb or sit on trees; do not break or remove branches or leaves.
- Please respect our gardens; do not stand in garden beds; please do not pick flowers.
- Permitted events will take precedence in the garden.
- Photography must not interfere with other visitor’s enjoyment of the gardens.

All group photography and all commercial photography require a permit and must be scheduled with the Event Coordinator. Permit Requests must be received at least 21 days prior to requested date. See application.

- Parties of 10 or less, including the photographer
  - No fee,
  - Photo permit is required,
  - Limited to 1 hour and limited to outdoor spaces.
- Parties of 10 to 19 persons
  - Photo permit is required,
  - $150 photo session fee,
  - Limited to 2 hours and limited to outdoor spaces.
- Parties of 20 or more persons
  - Please call the Event Coordinator to discuss your needs.
- Photo sessions will not be scheduled during another scheduled event.
- Photographer must have a copy of the permit with them during the photo shoot.
- Grounds are open to the public at all times.
- Due to the nature of gardens and the weather, we do not guarantee the condition or appearance of the gardens or grounds.
- Published or uploaded photographs must give credit of the locations of the photograph
- Please observe the following guidelines in the gardens:
  - Please remain on grass or pathways, keeping pathways clear and safe for other garden visitors.
  - Please keep your feet on the ground; do not climb trees or walls, do not stand on benches.
  - Please respect our trees; do not climb or sit on trees; do not break or remove branches and leaves.
  - Please respect our gardens; do not stand in garden beds; please do not pick flowers.

For questions, to schedule a shoot, or for information about interior shoots, please call the Event Coordinator at 410-396-0180.
Cylburn Arboretum and Howard P. Rawlings Conservatory
Outdoor Photography Permit Request

Please print, complete and return to the Horticultural Division office **at least 21 days prior to preferred date**. We recommend calling prior to submitting application to check date availability.

Mail to: Horticultural Division
4915 Greenspring Avenue
Baltimore, MD 21209

Fax: 410-367-8039
Phone: 410-396-0180

A signed copy of this form will be returned by US Mail prior to the Photo Session date.

Date requested: ________________  Time requested: ____________________

Garden area requested:

- Cylburn Arboretum – Gazebo Garden Area
- Cylburn Arboretum – Other areas near front of Mansion
- Cylburn Arboretum – Formal Garden
- Cylburn Arboretum – Other Area, specify ____________________________
- Howard P. Rawlings Conservatory Gardens

Please call Event Coordinator at 410-396-1080 to schedule all Indoor Photo Shoots

Type of Photos _____________________________ Number in Party________________

Client Name: ____________________________________________________________

Phone number of primary contact: __________________________________________

Photographer (s): _______________________________________________________

Address, to mail permit: __________________________________________________

○ Fee enclosed; $___________  ○ Fee not required

Please remit a cashier’s check or money order made payable to ‘Director of Finance.’

I have read and agree to abide by the attached guidelines.

Client/Photographer’s Signature: ________________________________ Date: __________

Cylburn Arboretum/Howard P. Rawlings Conservatory

○ NOT Approved

○ Approved:

Date _________ Signature of Approving Official ______________________________

The returned signed and approved copy of this permit application will serve as your permit. Please have a copy with you during the photo shoot.

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<tr>
<th>Administrative Use</th>
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<tr>
<td>______Date Received ______Date Mailed ______Date Recorded and Initials</td>
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<tr>
<td>_______Date Fee Received _______Amount of Fee</td>
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