



## Use Agreement for Commercial Photography

### I. Conditions and Guidelines

1. The user is required to indemnify, defend, and hold harmless Glynwood Center, Inc., its trustees, officers, agents, and employees from and against any and all claim, suits, or causes of action of whatsoever nature and kind arising out of or resulting from: personal injury; loss of property; damage to Glynwood Center and/or its property; or losses or damages that occur during or as a result of the acts or omissions of the user. Toward this end, the user at his or her expense must be covered by insurance with a company satisfactory to Glynwood Center, Inc. in an amount not less than \$1,000,000 for both bodily injury and property damage. A certificate of insurance must be delivered to management at least twenty-four hours prior to the use (or if a shoot is scheduled for Monday, by 4:00 p.m. the preceding Friday). *Failure to deliver the certificate of insurance will result in the cancellation of the photo shoot and any deposit or monies paid previously by the user will not be refunded.*
2. The Commercial Photography Usage Form must be submitted to the Director of Farm and Facilities seven days in advance.
3. Glynwood will specify where equipment, trailers, and other vehicles may be left during the shoot.
4. Glynwood will designate a staff person to supervise each shoot. The user will respect the staff person's decisions about any issues that were not specified in advance, for example, use of any item of Glynwood property, animals, and areas/buildings not specified in advance. Items of property, even those you have permission to move, may not be moved without the supervisor's presence.
5. Tobacco may not be consumed in any Glynwood buildings, pastures, or forests.
6. Alcohol may not be consumed on the property except after working hours if the user is staying overnight.
7. Swimming and boating are not permitted.
8. User must clean up all trash at the end of each day of the shoot. All equipment must be removed the last day of the shoot. All Glynwood property that has been moved must be replaced the last day of the shoot. (Meal service and seating provided by Glynwood is excepted.)
9. A refundable \$1,000 security and damage deposit is required two business days prior to the shoot. Glynwood may draw upon this deposit to cover

violations of items 3 - 8. The deposit will be refunded within 5 business days of the conclusion of the shoot.

10. If user wishes to reserve the property 30+ days in advance and will be using guesthouse grounds, exteriors, and/or interiors, a nonrefundable \$2,000 deposit, applicable toward the final payment, is required.
11. If users request catering or overnight accommodations, a separate agreement will be drawn up by the Manager of Administration.

## **II.Fees**

The fee for the use of the property per day of commercial photography between the hours of 7:30 am and 5:30 pm is \$2,000. The overtime fee is \$300 per hour. No work may be conducted after 9:30 pm.

The fee for use of the wooden canoe is \$300 per day.

## **III.Agreement**

In requesting the use of Glynwood for commercial photography, I agree to abide by the conditions and guidelines detailed above. I also agree to inform my staff of these conditions.

User

For Glynwood Center, Inc,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Address

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