

Request for Wedding Photo Shoot

Applicant Information

Name _____
First Name Last Name

Address _____
Street _____
City State Zip code

Telephone _____ Email _____

Photo Shoot Request

Date, Day of Week and Time Requested _____
Number in Party _____

Photographer Information

Name _____
First Name Last Name

Telephone _____ Email _____

Shoot Location at Wave Hill

I have a preferred area(s) for my photo shoot: _____

Wedding and family photo shoots require Patron level membership in Wave Hill. The Patron Level Membership fee is \$500. \$464 of this fee is tax deductible. In addition to many other benefits, this membership level offers the following:

- One year of unlimited complimentary admission to Wave Hill for your immediate family
- Complimentary onsite parking year round
- 15% discount in The Shop at Wave Hill
- Complimentary admission for two additional guests per visit

I am currently a Patron Level Member of Wave Hill: Yes _____ No _____

The photo shoot fee is a separate charge of \$600 per 90-minute photo session.

Credit Card Type _____ Credit Card Number _____
Expiration Date _____ Security Code _____
Month/Year

Please charge the above credit card my \$250 non-refundable deposit to secure my date and time.

Please charge the remaining balance to the above credit card one week before my scheduled shoot date.



Applicant Signature

Today's Date

Photo Shoot Guidelines:

- Photo shoots cannot interfere with public access to gardens, galleries, parking spaces or buildings, and must respect the personal space of our visitors.
- Shooting must conclude no later than 30 minutes prior to closing of Wave Hill's grounds.
- Maximum of 25 people allowed for photo shoot, including wedding party and photographers.
- Parking is off-site with shuttle service to the front gate .
- Limousines, trolleys or vans cannot be accommodated on the property, but participants may be dropped off at our front gate.
- We do not allow rice, confetti, birdseed, decorations, alcohol or music during photo shoots.
- Neither equipment nor people may be placed within a planted garden bed or on bare soil.
- Patron Level Member assumes responsibility for guests, and all public rules must be observed.
- All requested time slots are subject to site availability. Indoor shooting spaces are not guaranteed and based on availability the day of the shoot.
- Photo shoot date is not secure until applicant receives confirmation form and Wave Hill receives deposit. At that time a permit will be issued for the shoot to be presented upon arrival.
- Cancellations made *at least one week or more before* the shoot date will receive a refund of any site fees paid beyond the \$250 non-refundable deposit. No refunds are given for inclement weather, but every effort will be made to reschedule.
- Payment in full is expected one week in advance of photo shoot.
- If you prefer to pay by check, please mail this reservation form, with your check, to:

Wave Hill
Attn.: Nancy Kelly
675 West 252nd Street
Bronx, NY 10471

I, the undersigned, agree to follow guidelines stated above.

Signature_____

Date_____

Please email both pages of this request form to:

Nancy Kelly

Corporate Partnerships and Conferences

nancyk@wavehill.org

718-549-3200 x 240

