



Howard P. Rawlings Conservatory Photography Permit Request

All photo shoots must be scheduled in advance and obtain a permit. This includes, but is not limited to: engagement, wedding, portrait, group, fashion, and commercial photography.

Complete the application and email to the Rawlings Conservatory prior to your preferred date. Priority will be given to applications returned **at least 21 days prior to your preferred date**. The facility will contact you regarding approval status.

More information is available in the indoor greenhouse and outdoor garden photography policies. **Signature on this permit application indicates that you have read and understand the policies.**

Email: photos@rawlingsconservatory.org
(e-mail strongly preferred)

Phone: 410-396-0008
Fax: 410-523-8456

Preferred date: _____ Preferred time: _____

Area requested:

- Display Greenhouses (Inside)
- Outdoor Gardens
- Other Area, specify preferred area _____

Type of Photos

- Family Portrait, Engagement Photos
- Wedding Photos
- Fashion/Commercial Shoot (includes styled & model shoots) – requires consultation before scheduling
- Other _____

in Party (including photographers) _____ Client Name: _____

Photographer (s): _____

Primary Contact – Phone: _____ Email: _____

- Fee \$ _____
- Fee not required

Please remit a cashier's check or money order made payable to 'Director of Finance.' Credit card payments will be accepted on the day of the shoot for fees of \$250 or less

I have read and agree to abide by the Rawlings Conservatory photo policies.

Client/Photographer's Signature: _____ Date: _____

(digital signature ok)

Administrative Use			
_____	Date Received	_____	Date Mailed
_____	Date Fee Received	_____	Amount of Fee
_____ Date Recorded and Initials			