



Commercial Film and Photography Permit Rules and Regulations

Thank you for choosing Vizcaya Museum and Gardens for your film/photography session. Vizcaya is a cultural treasure, which was designated a National Historic Landmark by the United States government in recognition of its importance to the history of our nation.

Vizcaya is a fragile place filled with irreplaceable statues and architectural elements. We ask you to support our mission to preserve Vizcaya during your photography session by adhering to the following rules and regulations, which are intended to ensure your safety and the safety and enjoyment of others. Please walk carefully around the grounds of Vizcaya, as there are many steps and our historic pavements are irregular.

We regret that Vizcaya reserves the right to cancel this film/photography session without a refund, and to remove your party from the premises if you violate any of these conditions.

- 1. COMMERCIAL STILL/FILM PERMIT FEES ARE NON-REFUNDABLE AND MUST BE PAID PRIOR TO THE SHOOT DATE (weekends only). SET-UP AND FILMING WILL NOT BE PERMITTED UNTIL PAYMENT IS MADE.**
2. Permittee is responsible for the actions of all crewmembers and talent. It is suggested that a copy of these rules and regulations be provided to all crewmembers and cast.
3. Filming is not permitted in front of the Museum (main entrance drive to front of Museum) between the hours of 9:30 a.m. and 5:00 p.m.
4. Vizcaya does not provide dressing rooms. Makeup cases, bags, clothing and props must not be strewn around the film area. Vizcaya bathrooms may not be used as dressing rooms.
5. All production items brought onto Vizcaya property must be freestanding. Stakes may not be used to secure items to the ground.

6. Only drinks in coolers may be brought out to film areas. All food must be kept by vehicles and out of garden and terrace areas.
7. Animals are not permitted on the property.
8. Crewmembers and cast must be fully clothed while on the property. Shoes and shirts must be worn at all times.
9. Signage cannot be posted anywhere on the property, including the main entrance, parking lot, service area and gardens.
10. Filming/photography is permitted outdoors only; no filming/photography is permitted inside.
11. To protect our plantings and for your safety, please stay on the pathways at all times. All film/photographic equipment, including tripods and portable lighting, must remain on the pathways. Walking, standing, placing equipment, or taking photographs in planted areas is not permitted at any time.
12. Please do not move any plants or pick any flowers. You are welcome to bring your own flowers, but they must be removed when you leave the premises. Flower petals may not be spread on the grounds.
13. Please do not stand or sit on walls, railings, statuary, or fountains for your own protection and the protection of the museum's historic artifacts.
14. We encourage you to include our historic architecture and gates in your photographs. However, for the protection of our gates and the enjoyment of other guests, gates are not to be closed or opened by guests or photographers at any time.
15. Please be considerate of other guests and do not block gateways, garden entrances, or exits. Photography sessions must yield areas to Vizcaya staff and volunteers leading garden tours at all times.
16. Please do not attach or hang any props or items on trees, plants, gates, or statuary.
17. Fountain valves and water supply lines are not to be touched or altered under any circumstances.
18. Makeup cases, bags, clothing and props must be kept with you at all times and Vizcaya will not be responsible for any articles of clothing or equipment that have been lost, damaged, or stolen from the premises.
19. Please respect our property and our visitors by refraining from leaving trash on our property, including cigarette butts.
20. Museum policy does not allow the tying up of any watercraft/boats to Vizcaya property which includes the seawall, the Barge and the Venetian painted poles. There is no embarkation or disembarkation permitted along the waterways adjacent to Vizcaya.

21. Please keep your film/photo permit with you at all times as proof of payment. You are required to show your film/photo permit when asked by Vizcaya staff and if you do not have your film/photo permit, we must ask you to leave.
22. All visitors, including film crew/photographers and their assistants, are required to enter and exit through the Ticket Booth. Guests entering through the service area will be asked to leave.
23. Permittee agrees to release from liability and hold Vizcaya harmless from any and all liabilities, losses, or damages resulting from use of the property and performance of this agreement. Permittee understands and agrees that any insurance protection provided by the permittee shall in no way limit the responsibility to keep harmless and defend Vizcaya and its employees. Permittee expressly understands that by signing this document and agreeing to its terms, they are giving up their rights to obtain damages, judgments, or awards from injuries, theft, death, or any other harm that may occur from the use of the property and performance of this agreement.

Thank you for abiding by the guidelines we have set forth. The management of Vizcaya Museum and Gardens wants to make your visit as safe and enjoyable as possible. We strive to maintain Vizcaya as a world-class destination, and we appreciate your efforts to help us!

Please be advised that a tent set-up may occur at any moment

PLEASE KEEP THESE SHEETS WITH YOU FOR REFERENCE.

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:

Client Name: _____

(Photographer may attach a business card if it contains ALL the contact information below)

Photographer Name: _____

Studio Name: _____

Address of Studio: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____

Photographer Email: _____

I HAVE READ AND AGREE TO ABIDE BY THE ABOVE CONDITIONS:

(We must have your signature(s) to allow you on the property)

Photographer Signature: _____ **Date:** _____

Client Signature: _____ **Date:** _____

VIZCAYA STAFF ONLY:

Date: _____

Time: _____

Number in Party: _____

Security Officer Initials: _____