



## Photo and Film Shoots at The House of the Seven Gables

### *Guidelines on personal and professional shoots*

To allow for the enjoyment of all visitors to The House of the Seven Gables and to help us care for our buildings, collections, and landscapes, we appreciate your compliance with our guidelines for personal and professional photography. The House of the Seven Gables is first and foremost a historic site open for guided tours, public and educational programs, and function rentals. The House of the Seven Gables occasionally contracts with photographers to use the properties as commercial location sites or to film for the promotional purposes of the organization.

#### **Personal/Recreational Photography**

Personal/recreational photography is candid, souvenir-type photography using a non-paid photographer. The photographs are not to be used commercially. Costumes, props, and photo equipment such as tripods and large camera bags are prohibited. Large group photography for personal use requires advance reservations and permission from the marketing department and coordination with Gables staff. Professional portraits of any kind are not considered personal/recreational photography.

Outdoor photography for personal use is permitted during regular operating hours. Visitors are welcome to take personal photographs on the exterior of the historic site. Visitors are not permitted to walk in plant beds or to handle any plants, plant containers, or outdoor sculpture.

Interior photography for personal use is allowed during guided tours, with the exception of the month of October. The House of the Seven Gables and its Visitor Services team reserve the right to withhold and/or withdraw permission to photograph on its premises at any time due to crowd volume or other extenuating factors.

For the safety and comfort of our visitors and the protection of our historic sites, we ask that you be aware of your surroundings and stay with your group. Video and selfie sticks are not allowed. For safety, photography in or near the Secret Staircase is never allowed.

Tour guides will announce the following as part of the site rules at the beginning of tours:

- Photography is allowed as you enter and exit the rooms on a guided tour.
- For the enjoyment of your fellow visitors, we ask that you don't take pictures while our guide staff is sharing information.
- Groups need to stay together and cannot delay the guided tour experience.
- Non-professional photography is permitted during tours.
- Please be aware and respectful of your surroundings, your fellow guests, and your tour guide.
- Please do not take photographs on or near staircases.
- Please do not take videos, use flash, or selfie sticks.

#### **Professional/Commercial Photography**

Professional photography is any session using a paid photographer or any professional-style shoot, including wedding, family, or special event portraits. Professional photography is permitted when approved in advance, requires a signed contract between the photographer and The Gables along with a certificate of insurance. In lieu of daily or hourly rates, the photographer or client must purchase a Patron level membership (\$150). If the photographer or client is already a member, s/he must upgrade to the Patron level or higher. For photographers, a lanyard with credentials will be issued. Full details and an agreement can be found here [link to agreement].

Exceptions may be made to membership obligation when photography is determined by our organization, in its sole discretion, to promote The House of the Seven Gables as a cultural institution or events venue.

Outdoor photography for commercial purposes requires advance approval and a contract. Guests and photographers are not permitted to walk in plant beds or handle plants, plant containers, or outdoor sculpture, including the placement of props or equipment. Photography involving nudity is not permitted.

Wedding photography at The House of the Seven Gables is permitted exclusively by photographer(s) or videographer(s) hired by the bridal parties renting the property as their special event venue.

All commercial photo shoots must be scheduled through the marketing department in advance. Download a sample copy of our contract. All requests are reviewed on a case-by-case basis and must include your name, use, publisher, and date of publication.

### **Media Photography**

Photography by the news media should be scheduled through the marketing department at [jarrison@7gables.org](mailto:jarrison@7gables.org).

### **Drone Photography**

Commercial or recreational use of drones is not allowed at The House of the Seven Gables unless it is for purposes deemed beneficial to the organization. Permission for drone flights at The House of the Seven Gables requires written approval from the marketing department. Typical uses include building and landscape assessment, property documentation, and photography and videography for marketing or publicity purposes.

### **Use of Photography**

The House of the Seven Gables may photograph or film its events and public programs. ***Unless you notify the photographer on site otherwise, your attendance at an event or program grants The House of the Seven Gables permission to display and/or publish any photographs in which you appear.*** These photographs may be used in any and all of the organization's publications and in any and all other media without limitation and are not subject to compensation. These materials are property of The House of the Seven Gables.

### **Authorizations**

All requests for photography or filming on site are reviewed on a case-by-case basis and must include your name, use, publisher, and date of publication. The House of the Seven Gables reserves the right to withhold and/or withdraw permission to photograph at its sites or to reproduce photographs in its collections. Staff has the authority to approach anyone to enforce these rules. Failure to comply may result a request to leave the premises. Please follow any verbal instructions.