



## PHOTOGRAPHY AGREEMENT FORM (Revised November 2018)

The Spencerville Mill & Museum and its riverside park are popular locations for photography to mark significant occasions such as weddings and anniversaries. Photographers seeking a heritage backdrop for model shots frequently rent our facilities. Indoors our large windows overlooking the South Nation River allow natural light to fill the building. Water flowing over the dam, geese on the river, and our viewing deck by the Mill Pond are favourite photo backdrops.

### Guidelines

- *The Mill is open to the public between 10am -4pm, July 1 – Sept.1 and on autumn weekends. Please be aware that if you choose this time for your photo shoot there may be other people present. Photo sessions at other times may be arranged.*
- *Bookings are held on a first-come, first-serve basis. Facility should not be considered booked until fee has been paid and the following contract is signed.*
- *The movement of artifacts and displays is prohibited except by special arrangement and can only be performed by a board member.*
- *The Spencerville Mill Foundation will provide a clean facility and will arrange to open and close the Mill. Lessee is expected to return the facilities and grounds to the condition in which they were found before the beginning of the event.*
- *No smoking, candles or open flame are permitted in the Mill or directly outside on viewing deck or loading dock.*

### Fees

- *Indoor photography \$50 per hour.*
- *There is no fee for use of the Mill's riverside park for photography. A donation is appreciated to assist with park maintenance costs.*
- *A fee of \$250 per day is required for anyone who wishes to reserve the Mill Park for private use.*

Name (please print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail Address : \_\_\_\_\_ Phone #: \_\_\_\_\_

Date of Photo Session: \_\_\_\_\_ Time: \_\_\_\_\_ No.of hours: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Indoor \_\_\_\_\_ Outdoor only \_\_\_\_\_

Cheque Attached Amount: \_\_\_\_\_ Please make cheques payable to **Spencerville Mill Foundation**  
Drop off at the Mill or mail to: Spencerville Mill & Museum, P.O. Box 215, Spencerville, ON K0E 1X0.

I have read and understand the above conditions of rental for photography at the Spencerville Mill & Museum. I agree to abide by the above conditions.

Signed \_\_\_\_\_

Date \_\_\_\_\_