

Request for Permission for Hotel Photography

Submitting this request does not guarantee approval. Please allow 5-7 business days for a response. Requests must be received at least 14 days before your shoot is to take place. We will review your request and contact you shortly. The fee for a scheduled photo shoot will be \$100 for the first hour and \$75.00 for every additional hour thereafter unless hosting an event on property.

CONTACT INFORMATION

_____	Company/Organization
Name (Last, first, middle initial)	Proposed Date of Shoot/Alternate Date
Street address, City, ST, ZIP Code	Proposed Start and End Time
Primary phone number Other phone number	Email address

PROPOSED SHOOT LOCATION

- | | | |
|---|---|-----------------------------------|
| <input type="checkbox"/> Lobby | <input type="checkbox"/> Restaurant/Bar Space | <input type="checkbox"/> Exterior |
| <input type="checkbox"/> Guest Room/Suite | <input type="checkbox"/> Meeting Room Space | |

INTENDED USE OF IMAGES

- | | | |
|-------------------------------------|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Personal | <input type="checkbox"/> Professional | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Non Profit | |

INTENDED IMAGE DISTRIBUTION

- | | |
|--------------------------------|---------------------------------------|
| <input type="checkbox"/> Print | <input type="checkbox"/> Video |
| <input type="checkbox"/> Web | <input type="checkbox"/> Other: _____ |

WHAT EQUIPMENT DO YOU PLAN TO BRING?

HOW MANY PEOPLE WILL BE ON SITE DURING SHOOT?

ON SITE CONTACT NAME (if different than organizer):

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ON SITE CONTACT CELL PHONE NUMBER (if different than organizer): _____

HAVE YOU EVER HELD AN EVENT AT HOTEL DUVAL IN THE PAST? IF SO, WHEN? _____

ANY DETAILS WE SHOULD BE AWARE OF? _____

HOW DID YOU HEAR ABOUT HOTEL DUVAL? _____

TERMS AND CONDITIONS:

- Professional filming or photography requires authorization by the hotel to ensure no breaches of contractual agreements or interruptions to guest services occur.
- NO filming or photography can be used for media publication or advertising without consent of Hotel Duval.
- Under no circumstances can any images portray sexual references, nudity, violence, illegal acts and antisocial behavior.
- A schedule of availability and time limitation to be provided 3 days prior.
- Hotel Duval is private property and reserves the right to set conditions of hotel use.
- Any breakages or damage must be paid for before departing the hotel.

By submitting this request, you are agreeing to the Terms and Conditions set forth within Hotel Duval, including:*

- * You assume responsibility for compliance with all intellectual property laws, including federal copyright law. In most cases, Hotel Duval does not own the copyright to the works of art on display within the building and cannot grant you the right to reproduce the work. Consult your attorney if you are unsure about whether your photographs comply with intellectual property laws.
- * You agree to reimburse Hotel Duval for any losses incurred as a result of your violation of copyright or other laws arising from the use of photographs within Hotel Duval. Your photographs must not be used to disparage Hotel Duval or cast it in a negative light, or accompany any written article or other publication that does so.

I, (name of organizer) _____ of (name of company) _____

agree to the above terms and conditions and acknowledge if any parties contravene this agreement it will result in the shoot being forced to cease and all related parties being removed from the hotel. If a shoot is cancelled, no permission will be granted to use any of the images taken.

Signed: _____ Date: _____

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