

Orlando Museum of Art Photography Permit Rules and Regulations

Thank you for choosing the Orlando Museum of Art (OMA) for your photography session. The OMA is proud to provide a unique, one-of-a-kind setting for your photos.

The qualification of a photoshoot vs. souvenir photography lies solely with the OMA. A photographer may or may not be compensated by a client and still be charged the OMA's fees for a photoshoot. Any photography by people other than the visitor or visitors group for purposes other than purely personal enjoyment is presumed to be a photoshoot. All visits for the purpose of posed portraiture are considered photoshoots, and you must obtain a permit. If you are performing non-souvenir photography on OMA property and do not have your photo permit, you and your party will be offered the option to purchase a permit or be asked to leave. Refunds will not be issued for tickets purchased.

Photoshoots are 60 minutes long and available at 10:00 AM or 3:00 PM on Tuesdays and Thursdays. Photoshoots must be booked a minimum of 2 weeks in advance. All Photoshoots need to have a permit and must check in at the Visitors Information Desk (VIS). Upon check-in, the photographer will receive a badge that will permit them to conduct the photoshoot in the galleries. This badge must be visible and worn at all times by the photographer and turned into VIS upon the completion of the photoshoot. Anyone without a paid reservation will not be permitted to conduct a photoshoot. Dates and times for photography sessions are reserved on a "first-come, first-served" basis, dependent upon availability and museum events.

Full payment is due at the time of your reservation. In addition to payment, photographers must submit a certificate of insurance. Certificates of insurance can be obtained at <https://www.theeventhelper.com/>

Permits are non-refundable but may be rescheduled one time only. The Museum will offer a one-time-only date transfer within 30 days of your original date. To reschedule your date, please email facilityrental@omart.org.

PHOTOGRAPHY PERMIT PRICE *

\$250.00 + tax per photoshoot (Non-member)

\$200.00 + tax per photoshoot (Member)

*For private access to the museum, guests will be charged an additional fee of \$1,000. Private sessions are only available on Mondays.

It is important that you review our photography rules prior to your visit. After purchasing your permit reservation, you will be asked to acknowledge that you have read and agree to the Photography Permit Rules and Regulations, that you have forwarded it to your photographer or client, and have submitted a signed copy to facilityrentals@omart.org.

The photographer is responsible for the conduct of their party. No running or jumping in the galleries, no touching or leaning against the art. Children must be supervised at all times. Photographers who do not abide by these guidelines (including members of their party) will be subject to permanent loss of privileges. The OMA reserves the right to cancel this photography session without a refund and to remove any party from the premises for violations of any of the following policies.

1. Flash photography is not permitted inside the museum or any of the galleries.
2. Photoshoots must be booked a minimum of 2 weeks in advance.
3. Photoshoots are for a maximum of 60 minutes: 10:00 AM to 11:00 AM or 3:00 PM to 4:00 PM. Parties will be required to conclude shooting at the time listed on their permit.
4. Each 60-minute window applies to the photographer and one set of clients. Photographers may not schedule multiple groups of clients within their window.
5. A maximum of 6 guests plus a photographer will be allowed for a photoshoot permit.
6. All photographers and visitors are required to check in and out at the Visitor Information Desk (VIS).
7. The lanyard provided by VIS must be visible and worn by the photographer at all times while conducting the photo shoot. The lanyard must be returned to VIS upon completion of the photoshoot.
8. Photography must not block the flow of other visitors along pathways, entrances, or exits at any time.

9. Do not stand, sit, lean, or climb on artworks, walls, or fountains.
10. Museum furniture, pedestals, or stanchions may not be moved, rearranged, or handled in any way.
11. Props (such as flowers, signs, balloons, etc.) are not permitted unless prior permission has been received in writing from OMA's Facility Rental Manager.
12. Photography equipment, such as tripods, reflectors, lights, strobes, and drones, is not permitted.
13. Fireworks, pyrotechnics, sparklers, and smoke effects of any nature are strictly prohibited. Decorative candles and elements with open flames are strictly prohibited.
14. Confetti, glitter, birdseed, balloons, feathers, or the like, are prohibited.
15. Pets or any type of animal are not allowed on OMA Property, with the exception of service animals. According to the Civil Rights Division of the U.S. Department of Justice, service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities.
16. Large carts, cases, backpacks, and bags larger than 12 x 18 inches should be stored at VIS during your visit, along with any items that could be damaging to the art, at the discretion of OMA staff.
17. Drinks or food of any kind are forbidden in the museum galleries.
18. Please enjoy the art from at least 24 inches away (more than arm's length) to help protect the art.
19. Applicant will use discretion during the photoshoot and must not interrupt or disturb other guests or events that may be occurring at the museum. Other OMA visitors not part of your group should not be included in the photoshoot.
20. The OMA cannot guarantee that all areas are accessible or available due to installations, programs, event rentals, maintenance, or unforeseen circumstances. These circumstances may interfere aesthetically, logistically, or physically with the photoshoot.

21. The OMA reserves the right to remove from the premises any person behaving in a manner considered potentially harmful or detrimental to the OMA and/or to other guests at the photoshoot.

22. Commercial photography is prohibited. Photos from the shoot should be for personal use only. Commercial photography requests should be sent to marketing@omart.org.

23. The OMA Security Staff has the authority to intervene in any photoshoot that violates any stated policies. Failure to adhere to directions given by security will result in termination of the photoshoot without refund of fees.

24. The OMA is not liable for any loss, damage, or injury resulting from the photoshoot.

Thank you for abiding by these guidelines to make your visit as safe and enjoyable as possible.

FREQUENTLY ASKED QUESTIONS

When do I need a permit?

A photography permit is required for any coordinated photoshoot that utilizes an amateur or professional photographer. Museum staff reserves the right to determine when an individual/party meets the requirements for purchasing a photography permit and may deny entry if a permit is not acquired.

What if I forgot to make a permit reservation in advance? Can I still come?

Permit reservations must be made a minimum of 2 weeks in advance of your photoshoot.

What if I am just taking photos with my phone?

OMA allows personal photography with a hand-held device for personal, non-commercial use. If you are shooting a coordinated shoot, you will need to go through the permitting process.

What if my photographer is just my friend or my relative?

Any person, regardless of amateur/professional status or relationship to the subject, counts as a photographer if they are the sole person/persons responsible for taking the photos.

Can I also film with the same permit?

No, any filming inquiries should be sent to marketing@omart.org.

Can I schedule several mini sessions with the same permit?

No, your permit only applies to one session with a photographer and one set of clients.

What form of payment do you accept?

We accept credit card payments only. Full payment is required when making your reservation.

Please print, sign, scan, and return the Photography Permit Rules and Regulations form to facilityrentals@omart.org.

Please bring a copy of your signed form and your payment receipt to your photoshoot. These documents will serve as your permit.

ORLANDO MUSEUM OF ART

2416 N Mills Ave, Orlando, Florida 32803 | 407.896.4231 | www.omart.org

Updated 03/23/2023

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The following Museum rules must be abided by during your visit:

1. Flash photography is not permitted inside the museum or any of the galleries.
2. Photoshoots must be booked a minimum of 2 weeks in advance.
3. Photoshoots are for a maximum of 60 minutes: 10:00 AM to 11:00 AM or 3:00 PM to 4:00 PM. Parties will be required to conclude shooting at the time listed on their permit.
4. Each 60-minute window applies to the photographer and one set of clients. Photographers may not schedule multiple groups of clients within their window.
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8. Photography must not block the flow of other visitors along pathways, entrances, or exits at any time.
9. Do not stand, sit, lean, or climb on artworks, walls, or fountains.

10. Museum furniture, pedestals, or stanchions may not be moved, rearranged, or handled in any way.

11. Props (such as flowers, signs, balloons, etc.) are not permitted unless prior permission has been received in writing from OMA's Facility Rental Manager.

12. Photography equipment, such as tripods, reflectors, lights, strobes, and drones, is not permitted.

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23. The OMA Security Staff has the authority to intervene in any photoshoot that violates any stated policies. Failure to adhere to directions given by security will result in termination of the photoshoot without refund of fees.

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Client agrees to release from liability and hold OMA harmless from any and all liabilities, losses, or damages resulting from the use of the property and performance of this agreement. OMA is not responsible for any personal items or equipment that have been lost, damaged, or stolen from the premises. The client understands and agrees that any insurance protection provided by the client shall in no way limit the responsibility to keep harmless and defend OMA and its employees. Client 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.

I HAVE READ AND AGREE TO ABIDE BY THE ABOVE STATEMENT AND ALL PHOTOGRAPHY PERMIT RULES AND REGULATIONS. BY PURCHASING THE PERMIT FROM THE ORLANDO MUSEUM OF ART, I ACKNOWLEDGE THAT I HAVE READ, AGREE, AND UNDERSTAND THAT PERMIT FEES ARE NON-REFUNDABLE.

Client:

Printed Name

Signature

Date

OMA Staff:

Printed Name

Signature

Date

Date of Photoshoot:

Time:

Credit Card Authorization Form

| Credit Card Information | | | |
|---|--------------------------------------|-------------------------------|---|
| Card Type: | <input type="checkbox"/> MasterCard | <input type="checkbox"/> VISA | <input type="checkbox"/> Discover <input type="checkbox"/> AMEX |
| | <input type="checkbox"/> Other _____ | | |
| Cardholder Name (as shown on card): _____ | | | |
| Card Number: _____ | | | |
| Expiration Date (mm/yy): _____ | | | |
| Cardholder ZIP Code (from credit card billing address): _____ | | | |

I, _____, authorize Orlando Museum of Art to charge my credit card above for agreed upon purchases. I understand that my information will be saved to file for future transactions on my account.

Customer Signature

Date