



Museum of Appalachia Professional Photography Policy

The Museum of Appalachia (MOA) welcomes the opportunity to host professional photographers and their clients. We invest substantial resources each year to ensure that our museum and the grounds are beautifully and historically maintained for enthusiasts, local students and the entire community. MOA has become a popular backdrop for family, engagement, bridal and senior photos. In order to work more cooperatively with photographers and aid compliance of guidelines, the following policy has been implemented.

PROFESSIONAL PHOTOGRAPHY POLICY

- For the purposes of this policy, a Professional Photographer is defined as someone who is being compensated for photographs taken on MOA property.
- Those who wish to use the grounds of MOA for commercial use are required to join as members of the Museum at the **Photographer** level of \$150 per year. These funds directly support the maintenance and development of the MOA grounds.
- Benefits of this membership include:
 - Unlimited access to the Museum for photography shoots for a year.
 - Access to areas of the grounds for photos not included with regular Museum ticket purchase.
 - The photographer's contact information and website will be listed on the MOA's website.
 - Scouting prior to photo shoots is permitted and encouraged.
 - Photographers are welcome to bring a partner/assistant with them during scouting sessions and photo shoots.
 - A **Museum of Appalachia Family Membership** – Unlimited visits for a year to the Museum for two adults and children under the age of 18, discount on Tennessee Fall Homecoming Tickets, invitations to special events, and a Smithsonian Membership.
- Membership must be current and renewed annually. Upon receipt of membership fees, an ID badge will be issued and should be worn at all times when working with clients on the grounds.
- Hourly photography rates are available for those who may need a one-time photo session.
- All photographers must sign in and out at the Gift Shop upon arrival and departure.

PHOTO CREDIT

- The MOA requires the location credit *Museum of Appalachia, Norris, TN* in all commercial uses of images taken at the Museum.

SCHEDULING AND ADDITIONAL INFORMATION

- Please contact Kate Campbell during regular business to check the availability for scheduling a photo shoot. The MOA reserves the right to deny access to the museum and grounds for photography purposes to anyone (including members) if the photo shoot conflicts with other scheduled events. Those renting the grounds for special events receive priority.
- Photo shoots will take place during the regular Museum Hours. Hours vary by season. For sessions available after hours, see *Twilight Sessions*.
- We are happy to accommodate special needs and requests in regard to photo shoot times, locations and number of guests. Please contact Kate Campbell prior to your photo shoot visit and she will work on accommodating these requests to the best of the MOA's ability.
- Access to fenced areas and areas housing animals is restricted to MOA staff and volunteers.

We appreciate your help in maintaining our standards and protecting both the museum grounds and historical structures while on the property. Please contact Kate Campbell with questions, comments, and concerns by phone, (865) 494-7680 or by email at katecampbell@museumofappalachia.org.

GUIDELINES

When on the Museum's premises, we ask that you honor our photo policy, which reflects our commitment to protecting the aesthetics, beauty, and historical nature of our Museum. The MOA maintains the right to adjust these policies in specific instances to protect the best interests of the Museum.

- Photographers will be held accountable for themselves as well as their clients while working on the grounds.
- Photographers and clients must stay on walkways or grass at all times.
- Please do not open and/or enter through any gates that have been locked or chained off without prior approval.
- Please respect MOA property by not climbing over the split rail fences or on trees for photos.
- Please be respectful of all visitors and other photographers by not restricting access to any part of the Museum.
- Please do not leave any props or equipment unattended on any walkways. Photographers assume full responsibility for their property while on MOA grounds.
- We ask that while on MOA grounds your group upholds the integrity of our facility in dress, actions, and content of photographs.
- Failure to adhere to photography guidelines may result in the termination of photography privileges.

Photographer Information and Contract

Please sign, date and return this form along with your yearly membership fee of \$150.

Name: _____

Business Name: _____

Street Address: _____

City, State & Zip Code: _____

Phone Number: _____ Email Address: _____

Website: _____

I hereby agree to the conditions listed in the professional photography policy of the Museum of Appalachia and understand that failure to adhere to this policy may result in forfeiture of membership privileges.

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Membership Valid Until: _____ Number of Badges Issued: _____