

Applicant Information

Name of Photographer: _____

Organization or Company: _____

Address: _____

City: _____

Email Address: _____

Daytime Phone: _____ Fax: _____ Cell Phone: _____

On-Site Contact: _____ Phone: _____ Cell Phone: _____

Photography Event Information

Event Type: ☐ Wedding Photography ☐ Posed Photography ☐ Other

Date: _____ Time: _____ Expected Attendance: _____

Event Description: _____

Special Requests: _____

Photography/Video

A permit is required for any photography /videotaping/filming in the museum. A completed Photography Application must be submitted and the appropriate fee paid before a date is reserved for a photography session. No refunds will be given once a wedding permit has been issued. Wedding permits are issued for a 2-hour timeblock. Your permit grants you permission to photograph on the day and time stated on your application. A permit does not guarantee exclusive use of Mia for your photo session in the museum.

Posed Photography

A permit is required for any posed photography in Mia. All photography activities must take place during the 2 hours granted by the permit. Your permit only grants you permission to photograph on the day and time your application states. A permit does not guarantee exclusive use of Mia for your photo session in the museum.

General Conditions

A \$250.00 non-refundable fee **per hour** for photography/videography is due 2 weeks prior to the date requested. The fee is paid to the Events Department and allows you to use photography on museum premises with a guide to assist you. If you fail to meet the 2-week deadline, you could be subject to a \$30.00 additional fee. If you are more than a half hour late for your appointment, it is canceled and cannot be rescheduled. The photography session must be conducted in public areas and during the museum's operating hours. All photo shoots must end 1 hour before the museum closes. More than 3 people involved in the photo shoot requires special permission. Appointments are subject to weather variations and/or temporary closures. They may be rescheduled, but no refunds will be issued. You and your guests will be issued badges that should be worn in full view. The badges must be returned to the Security Desk after the photo shoot. Professional photography sessions are not to photograph the art. Security will check photography equipment before entering and when leaving the museum. Food and beverages are not allowed in the galleries. Artificial flowers only. The public bathrooms are not to be used as changing rooms.

Any employee of Mia may elect to end any photography session if at any time, in his or her judgment, any person, property, or facilities are interfered with or damaged. The applicant further agrees that the topic or end result of the shoot shall not identify Mia, its mission, or exhibits in a derogatory or defacing manner. Photographs may not be used for commercial purposes. The applicant/photographer will be held accountable for his or her actions, as well as those of crew members and models, for any damage to Mia and its facilities and property. All media sessions must be approved through Mia's Audience Engagement Department. This includes any content intended for print, radio, television, and film. All media requests will be handled separately from all other photography. Note: Any special requests need approval; not all special requests are approved. A change fee of \$20.00 will be assessed for any change of date. Only one date change is allowed. Any changes must take place 10 days prior to photo session. Any questions or changes should be made through the Events Department: 612.870.3136.

I affirm that all answers given and statements made on this application are full and true to the best of my knowledge and beliefs. I have read the terms and conditions outlined in this document and the Minneapolis Institute of Art's policies and agree to abide by them.

Name of Applicant: _____

Signature of Applicant: _____

Date: _____

Office use only

Approved By: _____

Date: _____

Payment

☐ Cash

☐ Check

☐ Credit Card: ☐ Visa ☐ American Express ☐ MasterCard ☐ Discover

Credit Card Number: _____

CVV: _____ Exp. Date: _____ Amount: _____

Signature: _____