



## Greater Des Moines Botanical Garden

Exploring, explaining and celebrating the world of plants

### Photography Policy

The Greater Des Moines Botanical Garden is a unique and beautiful location for photography. Our Photography Policy is designed to ensure that all guests — those taking photos and those who are not — have a positive experience during their visit.

All photographers and their parties must follow our **Photography Guidelines and Garden Etiquette** when taking photographs.

#### Photography Guidelines

- Please call ahead to schedule your photography session. Reservations are strongly encouraged and should be made at least one week in advance. Walk-ins will be accommodated on a first come first serve basis.
- Photography sessions must not interfere with other guests' enjoyment of the gardens. The Botanical Garden reserves the right to cancel any session deemed to be disruptive without refund.
- Tripods and lighting equipment (including umbrellas and reflectors) are not permitted.
- Props are not permitted. Props include, but are not limited to, chairs, luggage, baskets, signs, balloons and cakes.
- Clothing changes are not allowed.

#### Garden Etiquette

- Stay on the paths unless otherwise designated. Please do not play, climb on or attach anything to water features, sculptures, plants or trees.
- Take pictures! Monopods are permitted; tripods, lighting and props are not.
- You are welcome to smell and gently touch the plants, but please do not remove leaves, fruit, seeds or flowers from any plants in the garden.
- Please do not touch the bonsai.
- Outside food and beverages are not allowed, with the exception of bottled water and baby bottles. Food and drink can be purchased at Trellis, the Garden Shop or our approved caterers.
- You may bring your service animal, but please leave your pet at home.
- Refrain from smoking, vaping or using any type of nicotine product at our facility. The Garden (including the parking lot) is a tobacco-free zone.
- Refrain from playing active sports and games except those provided by the Garden.

## Portrait Photography

Portrait Photography includes posed photography of individuals, families, quinceañera, prom, high school senior photos, engagement and wedding photography, or any other formal photos of individuals or groups for personal use.

### For group sizes up to ten people (plus a photographer and assistant)

- Price: \$100 per hour. This includes admission for your group.
- Portrait Photography reservations for groups up to ten are permitted during public hours (10 a.m. to 5 p.m.)
- The group's photographer will be provided with a photography pass. Please have this pass visible at all times while taking pictures in the Garden.
- Reservations are highly encouraged and should be made at least one week in advance. Walk-ins will be accommodated on a first come first serve basis and are not guaranteed a time slot for their session.

### For group sizes of eleven people or more (plus a photographer and assistant)

- Price: \$200 per hour. This includes admission for your group.
- Reservations are required for groups of eleven or more and must be scheduled outside of public hours. Our preferred time slot is 9 a.m. to 10 a.m. Groups of eleven or more that did not schedule a reservation will not be permitted into the gardens for a photography session.

Botanical Garden Members at the Household / Grandparent level or higher are allowed one free Portrait Photography session per membership year. Member photography sessions must still adhere to the photography guidelines and garden etiquette.

Portrait photography reservations are not available during Botanical Garden special events (such as the Spring Garden Festival, Botanical Blues and Social Irrigation), venue rentals or when large numbers of guests are anticipated.

Please contact the Botanical Garden at 515.323.6290 to schedule a portrait photography session.

## Annual Photography Permit

Our Annual Photography Permit is a benefit to professional photographers who want to grant their customers access to the Botanical Garden without the customer having to pay the Portrait Photography fees for their session. The Annual Photography Permit provides access for one named photographer to conduct Portrait Photography at the Botanical Garden.

Price: \$400 for one year

- Permit holders are allowed unlimited photography sessions, so long as they are scheduled at least one week in advance.
- Walk-ins will be accommodated on a first come first serve basis. We cannot guarantee a time slot for walk-ins.
- Photographers must adhere to the Photography Guidelines and the Garden Etiquette as outlined above.

### **Personal, Hobby and Class Photography**

Personal Photography is defined as any photography taken by guests of plants, our buildings and grounds, or informal photos of the guest's group during a visit to the Botanical Garden. We encourage guests to take casual photographs during their visit.

The Botanical Garden welcomes photography clubs, groups and photography classes. We offer group rates for admission if the group books at least one week in advance. Please call the Botanical Garden at 515.323.6290 to make a reservation for the group rate.

### **Commercial Photography**

Commercial photography is defined as photography or video sold for commercial purposes (such as advertising, magazine photo shoots, stock photography etc.) or obtained through a commercial vendor. We welcome Commercial Photography, subject to the following guidelines:

- All commercial photography or video shoots must be scheduled in advance as a venue rental or by another arrangement with the Botanical Garden. The Botanical Garden reserves the right to not grant access for all commercial photography requests.
- All models and crew members must be fully and appropriately clothed. Nudity, swimsuits, lingerie, etc. are not permitted.
- We require a location credit for all uses of Commercial Photography.
- Commercial Photography should not identify the Botanical Garden, its mission, staff, exhibits, plants or other services in a derogatory or defacing manner.

### **Media Photography**

We are honored by media publicity that showcases our brand, mission and passion for public horticulture. Media Photography is defined as photography used to promote the Botanical Garden in association with coverage in magazine, TV, radio, website promotions, tourism advertisements or other content opportunities identified and approved in advance by the Botanical Garden.

- Media photo shoots should be scheduled at least one week in advance to arrange for a staff host and to avoid any scheduling conflicts with the use or maintenance of the facility.
- The Botanical Garden regularly provides images for print and digital publications. All requests for such reproductions must be made in writing with as much advance notice as possible. Permissions are granted at the sole discretion of the Botanical Garden staff.

**Please contact the Botanical Garden at 515.323.6290 to schedule a photo shoot or for more information.**