

Policy on Wedding Portrait Photography at Mercer Museum:

- 1. If the wedding party is also renting the Elkins Gallery and holding their ceremony and/or reception at the Museum there is no additional charge for photography on the grounds or in the Museum itself. Such photography is, however, subject to the following conditions:**
 - a. Parties must realize that during regular operating hours museum visitors may also be in the facility at the same time; their movement through the facility will not be impeded or redirected**
 - b. Tripods, lights and other equipment are permitted but must not interfere with regular visitor traffic, nor come into contact or close proximity with museum artifacts such as to put these artifacts in jeopardy**
- 2. Wedding parties interested in arranging photography but who are not also renting the Gallery are subject to the following fees and conditions:**
 - a. Exterior photography only:**
 - i. Such photography is considered to be a commercial, for profit use under Museum policies.**
 - ii. Parties will be assessed a \$75 fee, payable in advance, to reserve the grounds for a two-hour period.**
 - iii. There must be at least an hour “buffer” between any such photo session and the start or conclusion of a wedding event in the Elkins Gallery**
 - b. Interior photography only:**
 - i. Such photography is considered to be a commercial, for profit use under Museum policies.**
 - ii. Parties will be assessed a \$125 fee, payable in advance, to take photographs inside the Museum’s interior during regular operating hours; a \$200 fee, payable in advance, will be assessed for parties wishing to take photographs outside of regular operating hours, and is subject to the availability of Museum security staff.**
 - iii. Parties must realize that during regular operating hours museum visitors may also be in the facility at the same time; their movement through the facility will not be impeded or redirected.**
 - iv. Tripods, lights and other equipment are permitted but must not interfere with regular visitor traffic, nor come into contact or close proximity with museum artifacts such as to put these artifacts in jeopardy.**
 - v. There must be at least an hour “buffer” between any such photo session and the start or conclusion of a wedding event in the Elkins Gallery.**
 - vi. Museum-sponsored and scheduled events take precedence over wedding photograph reservations and thus some dates will not be available.**
 - vii. The Spruance Library is not available for wedding photography during regular operating hours as such use would be disruptive to its operation.**
 - c. Interior and Exterior photography:**
 - i. Such photography is considered to be a commercial, for profit use under Museum policies.**
 - ii. Parties will be assessed a \$150 fee, payable in advance, to take photographs both inside and outside the Museum during regular operating hours; a \$200 fee, payable in advance, will be assessed for parties wishing to take interior photographs outside of regular operating hours, and is subject to the availability of Museum security staff**
 - iii. The same rules and restrictions apply as in item “b.” above.**