

MARSHALL M. FREDERICKS SCULPTURE MUSEUM

Photography/Video Guidelines and Policies

To protect the object(s) being photographed and the safety of other visitors, there are certain guidelines and policies that shall be followed when photographing or filming at the MFSM.

PERSONAL USE PHOTOGRAPHY/VIDEO IN GALLERY AND PUBLIC SPACES

Still photography/videos for personal, non-commercial use is permitted in the permanent exhibition galleries (Main Exhibit Gallery and Sculptor's Studio) and public spaces. Photographs/videos may not be published, sold, reproduced, distributed, or otherwise commercially exploited in any manner.

Please observe the following rules:

- Flash photography is prohibited in all galleries.
- No photographs/videos may be taken in temporary exhibition galleries.
- Tripods and other photographic equipment are prohibited in the galleries. Camera bags and equipment must be left at the front desk.
- Photography/video should not be disruptive to museum operations or visitors or limit accessibility of exhibitions, doorways, and high traffic areas.
- The Museum reserves the right to restrict photography/video at any time.

SVSU CAMPUS

Personal photography/video is permitted throughout the SVSU outdoor campus and the Jo Anne and Donald Petersen Sculpture Garden.

PROFESSIONAL PHOTOGRAPHERS AND AMATEUR PHOTOGRAPHY/VIDEO SHOOTS

All photography and video shoots that utilize professional equipment require a photography permit.

Please observe the following rules:

- Payment of \$50 permit fee is due with permit application. Photography permits are good for 1 hour and can be picked up at the front desk in the Museum. Students with ID may obtain a free single day permit for completion of class assignments.
- Permits will be issued during the Museum's regular business hours Monday-Friday, 11 a.m. - 5 p.m. and Saturday 12 noon to 5 p.m.
- Only two photography permits will be issued at a time.
- Permits allow for the limited use of public spaces only.
- Stabilization devices, equipment, wardrobe changes, props, and make-up stations are prohibited.
- Photography should not be disruptive to museum operations or visitors or limit accessibility of exhibitions, and doorways.
- Groups may include up to 5 people.
- Purchase a permit by submitting application and payment to Photography Permit, MFSM, 7400 Bay Rd., University Center, MI 48710 OR gchaney@svsu.edu, **at least two weeks in advance.**

The MFSM reserves the right to prohibit photography/video in any area at any time. Failure to adhere to guidelines or staff direction may result in being asked to cease activities and leave the premises.



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COMMERCIAL PHOTOGRAPHY/FILM APPLICATION FORM

Date of Application _____

Organization/Advertiser (name/address) _____

Agency/Production Co. (name/address) _____

Description of End Use (ad/film/other) _____

Products requested (ie: videos/photos) _____

Date/time requested for shooting _____

Approx. time required to complete project _____

Areas in gallery/garden to be used _____

Persons in project team (crew, support, talent, etc) _____

Signature/Title of Applicant Date _____

Signature indicates consent to attached Commercial Photography Regulations and other policies of the MFSM.

Application approved by _____ Date _____

(Director, MFSM)

Approval permits the applicant to use facilities or products exclusively for the purposes stated and for one time use only. Applicant agrees to provide the Museum with one copy of the final product that utilizes images of the Museum within 7 days of its publication.