



4801 La Crosse Avenue
Austin, Texas 78739
(512) 232-0200
www.wildflower.org

Policies and Guidelines for Photography at the Lady Bird Johnson Wildflower Center

These policies and guidelines are designed to compliment the ecological mission of the Lady Bird Johnson Wildflower Center – a non-profit organization committed to educating people about the environmental necessity, economic value, and natural beauty of native plants. This facility is a wonderful representation of the many uses of native plants in both landscaped gardens and natural areas. In many ways, the native plants are exhibits and need to be treated with the same respect one would show fine artwork or sculptures.

We ask your support in the following ways:

Register and Apply with the Wildflower Center

- All professional/commercial/wedding photographers are required to register with the Center through the Facility Sales office or the gatehouse.
- All applications must be filed and approved before the photo shoot may be scheduled.
- All photo shoots must be scheduled a minimum of 7 days in advance with the facility sales office. No walk-in appointments will be accepted.
- An agreement of terms will be signed and kept on file.

Photography Fees

- Photographers may pay a \$500 annual fee or \$100 per day.
- The fee for catalog, television and movie shoots as well as most forms of commercial photography will be negotiated by the Facility Sales office.
- Fees must be paid in advance to the facility sales department prior to the beginning of the photo shoot.
- Wedding photographers working with a bride/groom who has already rented facility space are exempt from the fee as long as their work is limited to wedding activities. Wedding photographers must also schedule an appointment a minimum of 7 days in advance.
- No fees are assessed to official media photographers.

Scheduling Information

- Please call the Center at 232.0164 to schedule your photo shoot at least 7 days in advance. If you do not have a reservation, you may be asked to leave the facility.

- Once you have scheduled your visit, please check in at the reception desk at the administration building. You will be assigned a photographer badge. Please wear the badge while on property to inform staff that you are here with permission.
- Please return the badge to the reception desk upon leaving.
- Public hours are 9 a.m. to 5:30 p.m. Tuesday – Saturday, 12:00 p.m. to 5:30 p.m. on Sunday. If you are interested in shooting photos after hours, you must reserve a time with the Facility Sales office at least two weeks in advance.

After Hours Photography

- If you are interested in shooting photos after normal public hours, you must reserve a time with the Facility Sales office and pay an additional fee of \$100 per hour. This fee covers the cost of having a staff member available to you and your clients.

General Guidelines

- Please be courteous and polite to the general public and visitors.
- You and your clients must stay on the paths. Please do not leave the path or public areas to step into the gardens. Fire ants, poison ivy and snakes are probable in this natural environment.
- Please do not block paths or access for other visitors.
- You may not block access to our facilities
- No smoking anywhere on the grounds.
- No pets or animals of any kind.
- Use utmost care and caution around all landscaping.
- Digging or planting of any plant material on the grounds is strictly forbidden. Absolutely no cutting of any plant material is permitted. Nothing is to be trimmed for any reason.
- Plant tags or signs are not to be moved/removed for any reason.
- Props or equipment belonging to the Wildflower Center may not be used in photo shoots.

Visitors

- Visitors to the grounds may not be prevented from viewing an area being used by a photographer. They may be asked, politely, not to approach during a photo, but once the shot has been completed, the visitors may proceed. No public area may be closed or blocked to visitor access during a photo shoot.

Dress Code

- Under no circumstances will nudity be permitted on the grounds of the Center. You and your employees must be properly attired at all times while on site. The Wildflower Center staff reserves the right to make judgments on inappropriate attire.

Alcohol

- Alcoholic beverages are not allowed on the grounds and if observed will result in cancellation of the shoot without refund of fees.

Refuse

- The photographer is responsible for removing any refuse generated on a daily basis.

Cancellations

- The Facility Sales department reserves the right to cancel any reservation. In such cases, all fees for the cancelled day will be fully refunded.
- If you should need to cancel your appointment, please call the reception desk at 232.0101.

Parking

- Parking is allowed only in designated areas. All roads must be kept open at all times for vehicle traffic.

Dressing Rooms

- Changing rooms are not available. Limited restrooms facilities are available but are not designed to handle changing activities. Use by the public of these facilities may not be restricted.

Photo Credit

- If photographs are published, please credit the Lady Bird Johnson Wildflower Center and send a copy of the publication to the communications department at the Wildflower Center.
- In certain instances, photographers may donate copies of photos, and the rights to use photos, in exchange for dismissal or reduction of the fee.

Indemnification

- Photographer agrees to indemnify the Center and incurs all responsibility for all actions, losses, damages, claims, or liability caused by not adhering to the Center's policies, rules, and guidelines. Damages to plants or equipment will be assessed on a value based on replacement cost, including labor and overhead.

I have read the above policies and guidelines, understand my responsibilities, and agree to the conditions set forth. Any changes to the policies without the prior written consent of the Director of Finance and Operations will be considered a violation of this contract.

Print Name of Photographer

Print Name of Company

Authorized Signature and Date

Please return this document to:

Lady Bird Johnson Wildflower Center
Attn: Facility Sales Office
4801 LaCrosse Avenue
Austin, TX 78739
Phone: (512)232-0164
Fax: (512)232-0156