



NONCOMMERCIAL SHOOT GUIDELINES

Thank you for your interest in Virginia Robinson Gardens!

While we are honored to be your choice location for your next photography shoot, as an LA County Park we have some special requirements for you to consider before contacting us about scheduling:

REQUIREMENTS

We allow parties of up to 15 guests for noncommercial photography. (Photographer is not included in the 15 but you will be limited to only 5 photographers, videographers and/or assistants)

All paperwork and fees are due **14 business days prior** to the actual shoot date. Failure to comply with this deadline can result in the release of your shoot date. (Friday and Saturday are not considered business days, as our offices are closed).

FEES

- All engagement, family and portrait noncommercial photography are subject to a **2-hour minimum**. Rates are \$162.50 per hour with an additional hourly staff fee of \$45.00 ****Fees are subject to change.***
- Groups or Wedding Parties of 6 or more will be charged a \$900 flat fee (which allows up to 4 hours)
- There will be a penalty fee of \$162.50/hr for any person or equipment remaining on property after 4:00PM.
- All fees must be paid 14 business days prior to scheduled shoot date. We only accept cash or check.

INSURANCE

A current copy of your photographer's liability insurance must be submitted with your paperwork, **14 business days prior** to your scheduled shoot date.

If you will be using a drone or additional videography services and your photographer is not the one providing this equipment, the company handling these services must **also** provide valid liability insurance 14 business days prior to your scheduled shoot date.

PARKING

Our primary parking area has only 25 spaces available. Vehicles over 7ft tall or 7ft wide are not permitted on the property.

SCHEDULING

Virginia Robinson Gardens is available for booking Monday-Friday between the hours of **9:00 AM – 4:00 PM**. Scheduling is based upon availability. (****All parties must be removed from the property by 4:00 PM sharp.***) ***All shoots must be booked and paid for at least 14 business days prior to the date that you are requesting to schedule your shoot.***

A **scouting appointment is required prior to booking your shoot**. To schedule this appointment please contact us by phone at **310.550.2040** or send us an email at **visit@robinsongardens.org**.