PHOTOGRAPHY PERMIT APPLICATION
Subject to approval and contract by Olbrich Botanical Gardens

PERMIT APPLICANT NAME □ SUBJECT □ PHOTOGRAPHER □ OTHER ________________

PERMIT APPLICANT STREET ADDRESS

PERMIT APPLICANT PHONE NUMBER

CITY __________________________________________________________________________

STATE __________________________________________________________________________

ZIP CODE __________________________________________________________________________

TYPE OF PHOTOS (WEDDING, ENGAGEMENT, SENIOR, FAMILY, MATERNITY, ETC.) ___________________________

# OF PEOPLE IN GROUP ___________________________

Date Requested (MM/DD/YY) ___________________________

Time Requested (1-hour maximum) ___________________________

□ a.m. □ p.m.

General Photography Guidelines
Olbrich Botanical Gardens is Madison’s public garden and your adherence to these guidelines is required. Posed photographs may be taken in the outdoor gardens only. The Foyer/Lobby, Bolz Conservatory, and other interior areas of the Botanical Complex are not available for use for formal, posed photography sites.

• Wedding ceremonies are only done as a rental. You are not able to get married here with an approved photo permit.
• Permit is for photographer and two (2) other people. (Larger groups may be able to be accommodated on weekdays or weeknights.)
• Guests should come dressed and prepared for their photo session. There are no changing areas available and the public restrooms are not to be used to change clothes. You may inquire about availability of a room rental if a changing area is needed.
• Submit form and fee at least one week in advance.
• There may be more than one approved photo permit at any given time.
• In the event of rain, you may reschedule your session. There are no refunds for photo permits.
• Remain on the pathways and grassy turf at all times. Do not stand on fountain or pool borders. Do not stand in fountains or pools.
• Do not disturb or remove plants, plant labels, or containers.
• Do not block access to the entrance, pathways, or garden areas for use by others.
• Photo permits are valid for a 1-hour period of time.
• Props, furniture, luggage, etc. are not permitted.

FEE: $40.00 ($37.92+tax) ➔ Payable by cash or check only; credit cards are NOT accepted

Mail completed form with fee to: Rental Coordinator
(at least one week in advance) Olbrich Botanical Gardens
3330 Atwood Avenue
Madison, WI 53704

I have read and understand the Photography Guidelines (both summarized here and shown in full at olbrich.org/visit/photopolicy.cfm). I agree to abide by all rules and time restrictions and accept responsibility for my entire party.

SIGNATURE _______________________________________________________________________

DATE _______________________________________________________________________

(Application will not be accepted without a signature.)