



HIGHLAND SPRINGS RESORT
RENTAL CONTRACT FOR PHOTO SHOOT

Rental Fees (minimum of 2 hours)

- 0 – 2 hours \$350 for Engagement Photos
- 0 – 2 hours \$500 for Wedding Photos
- Over 2 hours \$150 for each additional hour (maximum 4 hours)

A **Refundable Security Deposit of \$200** (certified check) must be submitted with this signed contract 3 days before the shoot begins. This deposit will be returned within 1 week, unless additional charges are incurred as a result of your rental, e.g. overtime, extra cleaning, building/grounds and/or equipment damages, etc.

Full payment for rental is due one week before the shoot. Checks should be made payable to Highland Springs Resort. If a credit card is used a 3% surcharge will be added. A credit card will be taken and kept on file prior to the photo shoot as well and any overtime or additional hours will be charged immediately following the shoot.

RELEASE STATEMENT

The undersigned has read and agrees to abide by all of the Highland Springs Resort policies and will assume responsibility for any damage done to the resort or its contents during and occurring as a result of using such facilities. Furthermore, I, my vendors, agents, employees, and guests will attend and use the resort facilities at our own risk. The resort shall not be liable for any damages arising from personal injuries sustained by any such person the premises of the resort and we assume full responsibility for such damages. Highland Springs resort and its staff shall not be liable for any equipment, property or personal belongings, whether rental or otherwise which are used or left at the Highland Springs Resort facilities, with an event. In consideration of being granted the right to use the commissioners, employees, and agents from any and all claims, demands, or rights of actions rising out of such use of the resort or its facilities.

I have read and understood the foregoing assumption of risk and release statement.

Signature of Applicant

Date of Application

Name of Applicant

Phone Number



GUIDELINES AND RULES

- Existing furnishing may not be moved or rearranged unless prior permission has been given. After shoot, all furniture must be returned to original placement.
- Changing room must be prearranged with Highland Springs Resort Staff.
- Photo shoot may not begin before 8 am and must be completed by 10:00pm.
- Clean-up of all areas is the responsibility of the client.
- All articles and props brought in for shoot must be removed from premises, i.e. floor mats, backdrops, etc.
- Highland Springs resort is a non-smoking facility. If occupants should decide, against policy, to smoke indoors, the undersigned will be assessed a \$75 fee.

I have read and understood the foregoing guidelines.

Signature of Applicant

Date of Application



RENTAL CONTRACT FOR PHOTO SHOOT

Client Name _____
Address _____ City _____
State _____ Zip _____

Person in charge on day of shoot _____
Title _____ Phone Nos. _____
Address _____ City _____
State _____ Zip _____

Date(s) Needed _____

Arrival Time _____ Departure Time _____

No. of people (crew, models, etc.) expected _____

Type of Shoot/Product _____

Room Rental _____

List rooms to be used for make-up/changing (no steaming allowed on wood floors)

Please note any alterations you would like to make to rooms (must be preapproved)

