



**All forms must be filled out and approved by a BF&M representative prior to arrival on site.**

### Terms & Conditions

Every person in the group/party must abide by these conditions or risk removal from the premises at the discretion of the management team.

1. The photography fee includes access to the area for \_\_\_\_\_ minutes.
2. All sessions times agreed to in the approved photo request form will be adhered to. Late arrivals will result in a shortened photo session. Requests for extended time will be taken into consideration but may not be granted.
3. Guests must adhere to the rules set forth by the Billings Farm & Museum (BF&M), including no moving or touching artifacts or exhibits, and staying out of staff-only and restricted areas such as animal pastures.
4. Photo credit to Billings Farm & Museum, Woodstock, Vermont.
5. Your party will be assigned a BF&M staff member escort during the photo session. This person will have any up-to-date information that may impact your plans. Please adhere to the directions given by the escort.
6. Guests who schedule photo session during hours of operation must wear a mask, even during the photo session. Guests who schedule photo session outside of hours of operation must wear a mask while interacting with BF&M staff but may take off their masks for the photo session.
7. Safety Standards, due to COVID-19, are strictly adhered to and up-to-date information can be found on our website [www.billingsfarm.org](http://www.billingsfarm.org). All visitors must go through a health screening administered by a BF&M staff member prior to entrance. Not adhering to the safety standards will result in an immediate dismissal of the property.
8. Guests will exit the site upon completion of the session, otherwise an admission fee is required.

When you sign the registration form, you are affirming that the information provided is correct as of the date submitted to BF&M. Your signature also indicates your agreement and willingness to respect and abide by the parameters established by BF&M. Please return a signed copy of this agreement, with your non-refundable payment, prior to your desired date. A confirmation request will be emailed pending approval. Dates can be rescheduled due to weather.

Guest's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Photographer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return completed form to Michelle Adams Somerville via e-mail or mail:  
[masomerville@billingsfarm.org](mailto:masomerville@billingsfarm.org) or, Billings Farm & Museum, PO Box 489, Woodstock, VT 05091