

<u>Office Use Only:</u> Date permit issued _____ Payment received _____ Initial _____
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**Application for Photography Permit**  
*The Caumsett Foundation*  
*PO Box 1948*  
*Huntington, NY 11743*

**Hours of Operation: M-F | 9:00am – 5:00pm**  
**Please call or e-mail us for information: (631) 913-9060**  
**administration@caumsettfoundation.org**

Date of Photography: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ # in Party \_\_\_\_\_ # of Cars \_\_\_\_\_

Applicant(s) full name: \_\_\_\_\_

Type of Photography: \_\_\_\_\_ Professional Photography (Wedding, Engagement, etc...)  
Two (2) Hours (\$250)

(Please Check One)

\_\_\_\_\_ Additional Hours (\$100/Hour)

**Photography Time: Between the hours of 8:00am to Dusk.**

For advanced bookings, you will need to complete one of the following:

- 1) Mail in completed permit with a form of payment (check or money order) to:  
The Caumsett Foundation  
PO Box 1948  
Huntington, NY 11743

Checks can be made payable to **The Caumsett Foundation.**

- 2) Call The Caumsett Foundation at (631) 913-9060 to purchase by phone.

**\*\*Please note: if collecting parking fees, you will be charged an \$8 Vehicle Use Fee to enter the grounds. Busses and limos require a permit with an additional \$35 fee which must be requested at least 21 days before photography date.**

**If you do not abide by all the rules and regulations of Caumsett State Park and its staff, you and your party will be escorted off the grounds whether you have finished your shoot or not. No refunds or reschedules will be issued to those who do not fully cooperate with these procedures.**

**I certify that I have read, understand, and will comply with the terms, conditions and guidelines listed.**

Applicant Name: \_\_\_\_\_ Applicant Signature: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (Home) \_\_\_\_\_  
\_\_\_\_\_ (Cell) \_\_\_\_\_

Photographer/Studio Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (Home) \_\_\_\_\_  
\_\_\_\_\_

**\*\* Note to Photographers: If you are doing multiple photo shoots in one day with multiple clients, we require that a permit be purchased for EACH session. \*\***

# **Photography Guidelines**

## **The Caumsett Foundation**

- ❖ **No alcohol**
- ❖ **Maximum party of 20 people**
- ❖ **No walking or standing in flower beds**
- ❖ **No leaning of any equipment or props on plants**
- ❖ **No walking or standing on garden walls, benches, or structures**
- ❖ **No misting or wetting of leaves and flowers of plants**
- ❖ **No pruning or cutting of plants or picking of flowers is allowed**
- ❖ **No climbing of trees**
- ❖ **Bringing in balloons, plants, animals, etc., is strictly prohibited**
- ❖ **No moving of garden benches, stakes or other garden structures is allowed**
- ❖ **NO DRONES**
- ❖ **Event areas may not be available for photography**

**If found not following all rules that are set in place by the Park and its staff, parties and their photographers will be asked to leave the premises without refund or chance to reschedule. Thank you for your cooperation. I Certify that I have read, understand, and will comply with the terms, conditions and guidelines listed:**

Print Applicant Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date of Permit: \_\_\_\_\_

## Terms and Conditions

- 1) **Parking Fees:** Each vehicle will be charged \$8 Vehicle Use Fee. Photographers are not exempt from this fee. If your vehicle is a bus, trolley, large van, etc. the fee will be \$35 and must be requested at least 21 days prior to your photoshoot.
- 2) When not collecting Parking Fees applicants are required to come to the Administrative Office to complete and pay for a permit before starting their shoot. Parking Fee collection is typically scheduled from April to November.
- 3) **Cancellation Policy:**
  - Cancellations received more than 30 days prior to the reserved date, a full refund will be issued less a \$10 Processing Fee.
  - Cancellations received more than 10 days but less than 30 days prior to the reserved date, a 50% refund will be issued less a \$10 Processing Fee.
  - Cancellations received less than 10 days prior to the reserved date will not be refunded.
- 4) Photography is permitted **outdoors only** unless approved for other sites.
- 5) Permitholders must always carry their receipt for proof of purchase while on park grounds, which must be made readily available if asked for by park staff.
- 6) There is no facility for change of clothing at Caumsett State Park.
- 7) No alcoholic beverages are permitted on park grounds. The Park is a smoke-free zone.
- 8) Caumsett State Park is a public place; therefore, no privacy will be guaranteed to permitholders.
- 9) Permitholders may not obstruct or interfere with the flow of pedestrians or vehicular traffic.
- 10) Permitholders may not interfere with the use of premises for park and recreational purposes by the public.
- 11) Vehicles will not be permitted to drive further than the parking lots even for drop-off or pick-up. Driving past the parking lots may result in surrendering your rights as a permitholder.
- 12) Permits may be limited on holidays, holiday weekends or when special events are scheduled which may impact facility use.
- 13) Absolutely no balloons, confetti, rice, rose petals, doves (pets) or drones are allowed on the grounds.
- 14) No persons or camera stands are allowed in flower beds, on walls or other structures.