



UC Riverside Botanic Gardens

Photography Policy

UC Riverside Policy 700-15 for Commercial Photography on Campus must be followed while on university property (<http://bas.ucr.edu>).

Permission—Small group photo shoots (up to 6) are welcomed. Larger groups (**20 max**) must obtain permission in advance to insure availability. Contact us at 951.784.6962 or ucrbg@ucr.edu, or visit our website at <http://gardens.ucr.edu>.

If you have not received permission in advance, you may be asked to leave.

Because we are a University of California living museum and not a public park, please adhere to the following rules and policies:

1. Small amounts of equipment, such as tripods and one camera bag, are allowed. Additional equipment (lights, reflectors, props, costumes, models, etc.) or carts also require permission in advance.
2. All garden-sponsored activities, such as classes, docent tours, landscape and maintenance projects, events etc., will have priority. You may be asked to relocate.
3. Please respect and do not disturb or limit the experience of other garden visitors.
4. Stay out of plant beds and trees and do NOT cut, trim, or alter any plants or remove any plant labels.
5. Please keep the Botanic Gardens clean and pick up all of your trash.
6. Please use the restrooms to change clothes.
7. All other UCR Botanic Gardens' rules and policies still apply; please see the entrance bulletin board or our website, <http://gardens.ucr.edu>.

Fees—We do not charge a location fee for your use of the UCR Botanic Gardens for your special photo shoots but we depend on donations to maintain the gardens so we can provide a beautiful setting for you.

Please make a donation appropriate for the size of group and cost of your photo shoot; ~ \$5 per person is suggested.

Thank you for choosing the UCR Botanic Gardens as your photography site. We hope you enjoy your visit.

Please keep this Photography Policy for your reference.



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Permission for Photography

Please complete the following information and submit it to the Gardens' office at least two weeks before your requested date. After approval this form will be returned to you. **You must have this form on you while you are photographing in the Botanic Gardens.**

Name _____ Date _____

Company/Organization Name _____

Street Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

Number in Group _____

Equipment Used _____

Date of Visit _____

Time of Visit _____

I have read and agree to the above guidelines.

Signature _____

Office use:

Approved by _____ Date _____