



Photography/Videography Rules and Guidelines

All sessions must be scheduled in advance either by utilizing the inquiry form at dixon.org/photography-policy or emailing photography@dixon.org; sessions are not officially scheduled until confirmation is received from the Photography team.

- All shoots must take place during regular hours of operation and are limited to one (1) hour.
- Photographers and their guests must stay on designated pathways, and the grounds (flower beds, outdoor exhibitions/statues, furniture, etc.) must remain unaltered and untouched.
- The Dixon does not provide any areas, indoor or outdoor, for outfit changes. Photographers should advise their clients to arrive dressed and prepared for their session.
- Please be aware that Dixon plantings and outdoor exhibitions are subject to change throughout the year, and the Dixon is not responsible for how this may impact your shoot.

THE FOLLOWING ARE PROHIBITED:

- Wedding portraits, unless the client has booked the Dixon for a wedding ceremony and/or reception. Guests wearing bridal attire will be asked to respect this rule by exiting the property.
- Pop-up ceremonies or vow exchanges. Please contact our venue rental coordinator for more information.
- Excessive displays of skin, suggestive poses, or other inappropriate behaviors.
- Pets, excluding service animals.
- Photography sessions inside the galleries.
- Drones or similar technology.
- Mini-sessions (multiple clients back-to-back).
- Props, balloons, backdrops, large lighting equipment, wagons, etc. The Dixon reserves the right to turn away props and large equipment at the Admission Booth.

Hours of Operation:
Tuesday – Saturday 10am – 5 pm
Third Thursdays 10am – 8pm
Sunday 1pm – 5pm
Closed Mondays

IMPORTANT: Certain privileges are reserved for Dixon members who have signed up at the Young-at-Art level to better manage the property.

- The 4:00-5:00pm time slot is exclusively available to members. Non-members will not be allowed to book sessions in the last hour and will be asked to wrap up by 4pm.
- Members are allowed to book up to three (3) months in advance while non-members are allowed to book up to one (1) month in advance.
- Saturdays and Sundays are available only for members; non-members are able to book Tuesday through Friday.

We appreciate your understanding! We are excited to be able to offer free admission to the Dixon Gallery and Gardens to the public, and becoming a member is the best way to support the Dixon and our mission. More information about membership can be found at dixon.org/membership.

Please sign and return this form to the Photography team or Admissions staff by the day of your photo session. All photographers will be required to submit this signed form upon scheduling for the first time, and any time a new version of this document has been released.

_____ (Signature)

_____ (Printed Name)

_____ (Company Name)

_____ (Phone Number)

_____ (Email address)

_____ (Date)

_____ on behalf of the Dixon

_____ (Date)

Dixon Gallery and Gardens — 4339 Park Avenue — Memphis, TN 38117

www.dixon.org — 901.761.5250 — photography@dixon.org