

PHOTOGRAPHY & VIDEOGRAPHY POLICY

Please review the photography and videography information available at <https://www.dixon.org/photography-policy> before scheduling a shoot, and review, sign, and return this policy to the Dixon prior to or at your scheduled shoot time.

- All shoots must take place during regular museum hours unless an exception has been approved; a fee may apply for approved before-or-after-hours shoots. The Dixon is open to the public Tuesday through Saturday, 10am to 5pm and Sundays, 1pm to 5pm. The Dixon is closed to the public on Mondays. Availability may vary based on events and other activities on property.
- Wedding portraits of any kind, *excluding* engagement photos, for non-Dixon weddings are not allowed on Friday, Saturday, or Sunday without permission from the Venue Rental Coordinator.
- All use of photography/video taken at the Dixon for promotional or commercial use must credit *Dixon Gallery and Gardens*. Please tag the Dixon and/or include the Dixon as a location when posting photos on social media.
- Pets, excluding service animals, are not allowed on property and may not be used in shoots.
- Photographers/videographers and their guests must use pathways and grassy areas when traveling the property and posing. No posing/standing/sitting on statues or garden structures or in flower beds, staff-only areas, or anywhere that is clearly not a pathway or open green space.
- Photography and video shoots may only take place in the gardens; they are not allowed inside any buildings.
- The Dixon does not provide spaces for guests to change clothing or do hair/makeup.
- Participants involved in shoots must dress and pose appropriately—no excessive displays of skin, no changing outfits in the gardens/in public, and no suggestive poses. The Dixon reserves the right to end shoots if deemed inappropriate.
- Please be aware of and respectful of museum visitors as well as other photography/video shoots while on property. Do not block pathways and garden areas for long periods of time.
- No “pop-up” wedding ceremonies allowed during photography/video shoots. Please contact the Venue Rental Coordinator to schedule your special event.
- No outdoor exhibitions, plants, furniture, or equipment can be removed, moved, or covered.
- 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.
- Drones and similar technology must be approved in advance and approval is not guaranteed.

- If you need to cancel or reschedule your shoot due to inclement weather or an unforeseen circumstance, please call the main Dixon line at 901-761-5250.

Please sign and return this form to one of the admissions check points by the day of your shoot.

_____ *(Printed Name & Signature)*

_____ *(Date)*

_____ *on behalf of the Dixon*

_____ *(Date)*

**Dixon Gallery and Gardens – 4339 Park Avenue – Memphis, TN 38117
www.dixon.org – 901-761-5250 (phone) – 901-682-0943 (fax)**