

# Photography, Videography and Artwork Permit Request



**AUBURN**  
UNIVERSITY

## Contact Information

**Company Name:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_  
**Website:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_  
**State:** \_\_\_\_\_  
**Zip Code:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

## Type of Permit

☐ Annual Permit ☐ One-Time Use Permit

## Session Information

*(Only applicable for One-Time Use Permit.)*

**Session Title:** \_\_\_\_\_  
**Session Location:** \_\_\_\_\_  
**Session Date:** \_\_\_\_\_  
**Set-Up Time:** \_\_\_\_\_  
**Take-Down Time:** \_\_\_\_\_  
**Number of Participants:** \_\_\_\_\_

## Terms and Conditions

This permit allows commercial photography, videography, and artwork of Samford Hall, Samford Park, or other venues on Auburn University's campus, except for university athletic events. Photography, videography, or artwork of athletic events must be approved by the Auburn University Athletics Department.

Commercial photography, videography, or artwork means photography, videography, or artwork for financial gain, including the sale of a photographic image, video footage, or artwork or the archiving of an image or video footage by a person who uses photographic, videographic, or artistic skills, equipment or resources to provide a photographic, videographic, or artistic product for sale. This permit does not authorize the right to film or use photos, videos, or artwork in advertising.

The Permittee, its contractors, agents, and employees shall abide by all local, state, and federal laws, rules, and regulations.

No structures or sets will be built, no signs or other facilities will be removed or otherwise interfered with, and no vegetation cut, trimmed, or in any way injured, without permission from Auburn University. Interference with normal use of Auburn University grounds is not permitted.

Access to photo locations may be restricted at Auburn University's discretion. Until further notice, photography and videography will not be authorized from either of the Samford Hall towers.

Auburn University licensing policy requires that campus photos, videos, or Auburn University-related art created for the purpose of commercial sale to the general public must be licensed through the university's licensing agent, the Collegiate Licensing Company. Only those hired to take photos, videos, or create art of individuals for a wedding, graduation, or family gathering will not be expected to be licensed. Photos, videos, and art requiring licensing are those that include all campus landmarks, particularly those structures that bear the university's federally registered trademarks such as Jordan-Hare Stadium and Samford Hall. For information about collegiate licensing, visit [www.clc.com](http://www.clc.com).

Auburn University reserves the right to revoke a permit at any time.

## Terms and Conditions, continued...

An **annual permit** is valid for one year and must be renewed yearly. The fee is \$500. This fee is non-refundable. Prior to a session on Auburn University's campus, all photographers, videographers, and artists must notify the Office of Communications and Marketing of the time and location for each session. Office hours are Monday-Friday, 7:45 a.m. - 4:45 p.m. Notification must be given at least 24 hours prior to the session by calling (334) 844-9999 or by emailing [auevent@auburn.edu](mailto:auevent@auburn.edu).

A **one-time use permit** is valid for 90 minutes to capture an event in Samford Park. The fee for one-time use is \$100. This fee is non-refundable. Permit fees for the next year are determined by December 1st. New fee amounts, if applicable, will be sent to current permit holders and advertised through university media sources.

As consideration for the Permittee being allowed to be on campus, the Permittee, and/or that party's successors, administrators, heirs and assigns, hereby:

1. Acknowledge that they have inspected the area where the session will take place and that they assume any and all risk associated with engaging in the activity at that location.

2. **RELEASE, ACQUIT, FOREVER DISCHARGE AND INDEMNIFY AND HOLD HARMLESS** Auburn University; and all its past, present and future trustees, officers, employees, students, insurers, and agents (collectively referred to herein as the "Released Parties"), from all past, present, and future claims arising out of and accruing to anyone, including, but not limited to, the Permittee and his or her guests before, during or after, or as a result of, or in any way connected with, the use of university property, including actual or punitive damages for personal injury, dismemberment or death sustained and all results thereof, past, present and future, known and to become known, accrued and to accrue.

**Upon approval, you will receive your official permit card which should remain with you during your session on campus.**

By signing this form, you agree to adhere to the above regulations.

Applicant Signature

Date