



401 E Market St.  
Nappanee, IN 46550  
574-773-0002  
574-354-2813  
Justin@coppescommons.com

### Coppes Commons Photography Policy

1. All photography

- 1. Must have signed consent from Coppes Commons administration.
- 2. Must only be done in public areas but shall not interfere with any retail areas, unless otherwise arranged with Coppes Commons administration.
- 3. In any public or media display of photography, credit must be given to Coppes Commons as location of where the photos were taken.
- 4. Coppes Commons retains the right to discontinue any photography event at the sole judgement of Coppes Commons' administration on the occasion of mistreating of property and/or inappropriate actions or behavior.
- 5. Photographers assume all liability for their personnel and property and any damage to the Coppes Commons site. Coppes Commons shall not be held responsible for damage to photographer's equipment and/or property.

2. Outdoor photography

- 1. Free of charge
- 2. Acceptable at all daylight hours with permission.

3. Indoor Photography:

- 1. Will be charged as follows.
  - 1. Wedding photography \$50
  - 2. Portrait and Family Photography \$30
- 2. After hours photography: (any photography taken indoors while Coppes Commons administration is not present)
  - 1. Must be arranged with Coppes Commons administration.
  - 2. Incurs an additional \$30/hour fee.

Name of Photographer: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Photo shoot: \_\_\_\_/\_\_\_\_/\_\_\_\_ Purpose of Photo shoot: \_\_\_\_\_

Yes / No I will take pictures on exterior of the Coppes Commons building.

Yes / No I would like to take pictures inside Coppes Commons.

If yes, please state the hours you would like to do so. \_\_\_\_:\_\_\_\_ - \_\_\_\_:\_\_\_\_

Amount Due: \$\_\_\_\_\_.\_\_\_\_\_

Signing here signifies your agreement with the above terms and regulations including your consent to pay the full amount at the time of this agreement. (Please keep a copy of this agreement with you during photo session)

\_\_\_\_\_  
Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signed by Coppes Commons Administration:

\_\_\_\_\_  
Date: \_\_\_\_/\_\_\_\_/\_\_\_\_