Baltimore Museum of Industry

PHOTOGRAPHY POLICY

Photography for personal use is allowed in the museum using hand-held cameras only. Tripods are not allowed. Personal use is defined as <u>non-professional and not to be published or used for profit.</u> The museum interior and exterior exhibitions are considered the museum's intellectual property and therefore photography other than personal use is not allowed without permission and is subject to our *Fee Schedule,* as posted at www.thebmi.org.

PROFESSIONAL PHOTOGRAPHY FOR MARKETING, TOURISM, AND PROMOTIONAL PUBLICATIONS

Photography of Collections or Exhibitions (Interior & Exterior):

> The BMI reserves the right to review and approve the scope of work, for example, impact on visitors, interference with artifacts, content review of published materials, et cetera.
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> <u>Photographers must make an appointment in advance for any and all professional photography projects.</u>
> - Include in your request the purpose, scope, and timeline of your project.
> - Fees are generally waived; projects are reviewed on a case-by-case basis.
> - Any fees incurred cover a one-time use fee of the image(s) in a specified project and do not in any way signify the transfer of copyright or grant permission for unrestricted reproduction or use of the image.
> - BMI reserves the right to reject proposed photographs for more suitable images, which may or may not be supplied by the museum.
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> All photography used for exhibition or publication must properly use the credit line: **Baltimore Museum of Industry.**
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> BMI requests two copies of any and all publications produced showcasing and/or using materials from BMI collections for the BMI Institutional Archives.

Contact Claire Mullins at cmullins@thebmi.org for scheduling professional photography at the BMI.

ARCHIVES AND RESEARCH CENTER

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