



**A permit must be obtained to take photos at the Nature Center if any of the following apply:**

- You are a professional photographer and you will be photographing people (paid or unpaid).
- You will be paid for your services by a client
- Your photographs will be published electronically or in publications
- You will sell your photographs
- You will be utilizing props or creating a scene
- You will be utilizing any Nature Center facilities, such as the Pavilion or shelter area.

**A permit is not needed if:**

- You are taking photographs of the natural settings/ wildlife as a private individual that cannot be classified under one of the conditions listed above.

**Staffing Fees:**

- No staffing fees are charged during Tenafly Nature Center's normal operation hours: M-F 9am-5pm, Sat & Sun 11am-4pm unless a staff member needs to be scheduled.
- \$50.00 per hour will be charged during other daylight hours.
- \$75.00 per hour will be charged during non-daylight hours

**Hold Harmless Agreement:**

- A hold harmless form must be submitted with the permit application in order for it to be considered complete. Also all participants must also sign a waiver.

**Parking:**

- No more than two vehicles can be parked in the Nature Center Parking Lot during the photo session. Additional cars can be parked on Hudson Avenue but not in the cul-de-sac.

**Rules:**

- All Nature Center rules are enforced, and receiving a permit does not exempt the holder or their party from said regulations. These include but are not limited to:
  - Participants may not climb on, move, or alter anything within the TNC Property.
  - Sessions may not interfere with any other TNC programming or activities.
  - Photo shoots may be restricted to specific areas of the property.
  - Public areas may not be obstructed during the session.

**Applications should be filed no later than ten (10) business days in advance of the date you wish to have your photo session. To check availability or to file Application, Agreement, Certificate of Insurance must be received before application is processed and permit issued.**

**MAKE ALL CHECKS PAYABLE/INSURANCE REQUIREMENTS TO:**

Tenafly Nature Center  
313 Hudson Ave  
Tenafly, NJ 07670



Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**A reservation is requested for the following date & time and must be paid 10 business days in advance.**

Requested Date: \_\_\_\_\_

Requested Time: \_\_\_\_\_ to \_\_\_\_\_

Expected number of persons in party: \_\_\_\_\_

Estimated number of vehicles in party: \_\_\_\_\_

Areas of use:  Pavilion (rental fee will apply)  Shelter  Trail (please specify): \_\_\_\_\_

\_\_\_\_\_

Briefly describe what you will be photographing/ filming: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Briefly describe what equipment you will be using: \_\_\_\_\_

\_\_\_\_\_

Applicable Fees	Hours	Total
Non-refundable application fee	N/A	\$25
Usage Fee	N/A	\$50
Daylight Staffing Fee: \$50.00 / hour (if applicable)		
Non-Daylight Staffing Fee: \$75.00 / hour (if applicable)		
	TOTAL:	

I hereby declare the above information to be accurate. I understand that all Nature Center rules are enforced, and that receiving a permit does not exempt me or my party from said regulations. I agree to respect the TNC grounds, facilities, staff, and program schedules. I will abide by the "leave no trace" principles to ensure the stability of TNC's diverse wildlife habitats. I acknowledge that my permit can be revoked at any time. I understand that I am responsible for the actions of my guests, members, employees, and affiliates. I understand my permit will not be issued until all fees are paid in full.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**HOLD HARMLESS AGREEMENT**

Between Tenafly Nature Center (TNC), Borough of Tenafly and

\_\_\_\_\_ (individual/s)

**WITNESSETH:**

1. \_\_\_\_\_ (individual/s) agrees to release, indemnify, and hold harmless the TNC and the Borough of Tenafly from and against any loss, damage, or liability, including attorneys' fees and expenses incurred by the latter entities and their respective employees, agents, volunteers or other representatives arising out of my time spent on the TNC property.
  
2. The applicant has furnished a Certificate of Insurance specifically naming the Tenafly Nature Center and Borough of Tenafly as additional insured and providing general liability coverage with minimum limits of liability not less than \$1.0 Million.

\_\_\_\_\_  
 Individual Print Name

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Individual Print Name

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date