



# California Institute of Technology

## Noncommercial Photography Permit Application and Liability Release

Please complete the following:

**Photography for:**    Wedding    Family Portrait    Quinceañera    Engagement    Other  
(Please circle)

**Date Requesting:** \_\_\_\_\_

**Beginning Time:** \_\_\_\_\_

**Ending Time:** \_\_\_\_\_

**Total number of people at photo shoot (not to exceed 25):** \_\_\_\_\_

**Permittee/Requesting Party** (the Bride/Broom, or parent(s) for Quinceañera):

**Name(s):** \_\_\_\_\_

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

**Phone Numbers:**

(Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ E-mail: \_\_\_\_\_

**Photographer:**

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

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

**Phone Number:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

1. Mail the completed application form with your check. Cash and credit card payments can be made in the office. Additional service fees may apply.
2. Campus events preclude all photo shoots. You will receive a full refund if your permit is withdrawn.

3. We allow up to ten groups a day to use our campus as a venue for still photography (weekdays after 5:30 P.M., all day Saturday, Sunday and holidays).
4. For more information, please call our office at (626) 395-4652.

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### General Conditions:

1. If permit is granted, for and in consideration of Caltech allowing Permittee and his/her guests to be on private campus property, Permittee agrees to comply with the terms and conditions of this permit, including any attachments, and with all other Caltech policies and rules while on the premises.
2. Permittee waives all claims against Caltech, its trustees, officers, employees, students, and agents, and agrees that he/she will be responsible to Caltech, and will indemnify, hold harmless and defend Caltech, its trustees, officers, employees, students, and agents from any loss, cost, damage, expense, liability, attorney's fees, or any suit therefore, by reason of actual or alleged bodily injury, property damage, or personal injury of whatsoever kind or character, arising out of, or in connection with, the exercise of this permit by Permittee or his/her guests, howsoever the same may be caused, including any of the same resulting from alleged or actual negligent act or omission, regardless of whether such act or omission is active or passive, but excepting only such loss, cost, damage, expense, or liability attributable to the gross negligence or willful misconduct of Caltech.
3. Caltech makes no representation or warranty as to the condition of any property or facilities used by Permittee or his/her guests. It is the responsibility of Permittee to fully inspect all such property and facilities to determine their condition prior to use. Permittee assumes all risks associated with the condition of property or facilities.
4. Permittee agrees to maintain the property or facilities in good condition and to return the property or facilities to the same condition existing before usage. In the event Permittee or his/her guests cause any property damage, Permittee will pay for any restoration and repairs. Permittee and guests are not allowed in any campus buildings. Unless stated otherwise, areas not included for photography are the Athenaeum, Student Houses, and Dabney Hall.
5. Caltech reserves the right to terminate this permit or stop the photo shoot at any time, if, in the opinion of Caltech, the photo shoot is being conducted in an unsafe or hazardous manner.

6. **The fee for the use of Caltech is \$500.00 per day.**

7. Please make all checks payable to Caltech. Return the signed contract and payment to Caltech Ticket Office, mail code 101-51, 1200 E. California Boulevard, Pasadena, CA 91125, Attn: Photo Permit.

I have read and fully understand that by signing this agreement, I am giving up legal rights and/or remedies that may be available to me and am doing so voluntarily.

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**Signature of Permittee/Responsible Party**

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**Date Signed**

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**Permit Approved**

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**Date Approved**