

PHOTOGRAPHIC APPLICATION for Use of Hakone Estate & Gardens

21000 Big Basin Way, P.O. Box 2324, Saratoga, CA 95070 www.hakone.us
e-mail: events@hakone.com Tel: (408) 741.4994 ext. 103 Fax: (408) 741.4993

Date: _____ Time: _____ Photo Video

Purpose/type of activity: _____ Estimated attendance: _____

Fees: WEEKDAY - \$75 PER HOUR + (\$75 Deposit)
WEEKENDS - \$100 PER HOUR + (\$100 Deposit)

(The fee covers up to 10 people, and from 11th person, an admission will be charged for each. If paying by check, please use two different checks for the rental fee and the deposit so we can simply return your deposit check)

Applicant's name: _____

Applicant's address: _____

City: _____ State: _____ Zip: _____

Day phone: _____ Evening phone: _____ Email: _____

PLEASE OBSERVE FOLLOWING GUIDELINES:

- Photographers, both still and video, must make appointments in advance with the Event office for photo sessions, and the fee must be received before the session. The permission is required for commercial, political, and special formal event photos that accompany a professional photographer (i.e., wedding, reception, engagement, graduation).
- Trails and paths are not to be blocked by any equipment. Photographers and subjects are to remain on the Garden paths, open areas, on steps, bridges, and other walking areas.
- All vehicles are restricted to no more than 30 feet in length due to the driveway leading into Hakone Gardens.
- All photographers and/or applicant must check **in** and **out** with the gift shop staff. The deposit will be returned after the photo shoot as long as the time paid for was not exceeded or no damage incurred. If photo shoots are scheduled before or after the Garden opens or closes, there will be an additional charge of \$25 per hour above the regular fee.

FORFEITING YOUR DEPOSIT AND/OR FEE:

- Please note that this is a contract and your observance of scheduled time is very important since other events may happen in the Garden any time. If you arrive earlier or later than your allotted time by 15 minutes, your deposit may be forfeited in proportion. The gift shop has no way of rescheduling your time the day of your Photo Shoot. If you need to reschedule, please contact the event office as soon as possible. **If for any reason the Applicant fails to check-in or check-out, the deposit is automatically fully forfeited. There will be absolutely no exceptions to this.**

(Signature)

(Printed name)

(Date)

Please make checks payable to Hakone Foundation, P.O. Box 2324, Saratoga, CA 95070.

Check-in Time: _____ Staff Member Initials: _____

Check-out Time: _____ Staff Member Initials: _____

Deposit Paid? _____ Deposit returned? ___ Yes ___ No Fee paid? _____