

Fairmont Hotel Macdonald

Photography Request

Outdoor & Indoor Photography Guidelines

- If a wedding couple wishes to use our indoor or outdoor facilities for photography but are not getting married at our hotel, or an individual would like to feature the hotel in a photo or video shoot, we allow for 2-hour shoot bookings for \$750 plus 5% GST.
- Photography & videography shoots are limited to a maximum of 12 people which must include the photographer(s), the couple or actors and any other guests including children.
- The cost of photography/videography includes use of the existing garden space for up to 2 hours, the front entrance of the hotel, lobby space and lobby staircase. The space is not exclusively booked for your photoshoot and we ask that you maintain distance from other guests enjoying the space or other photography taking place. We also ask that you make use of all of the space and the over 12,000 sqft of garden for your shoot and that if another group is hoping to capture shots in a particular location you free up that space at your earliest opportunity.
- The photography pass does not include any parking passes for vehicles, any hotel discounts on food, beverage or other services, or the use of private hotel space for your shoot such as the restaurants, restaurant patios, guestrooms, event & ballroom space, pool area or fitness facilities. The pass also does not include any space for hair and makeup to be done onsite. Any hair & makeup preparation for the shoot should take place offsite.
- Outdoor photography should take place in the gardens, and not on the lounge or ballroom patio to ensure that we are not compromising the experience and privacy of diners and event guests on the patio.
- Photo and video shoots must be confirmed and prepaid in advance of arrival. Payment is non-refundable. We will not provide a refund for cancellation based on weather or for any other reason.
- Once this photography form is completed, signed and returned to rfp-mac@fairmont.com our team will review the availability based on your date, timing, and logistical requirements. If we are able to confirm your booking you will receive an email with a SecurePay link to submit full prepayment for the photoshoot by credit card. Please note that this prepayment is non-cancellable and non-refundable.
- Please arrive at the hotel 5 minutes prior to your scheduled photoshoot time to pick up your photography pass from our front office team.

Name _____

Signature _____

Date _____

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CONTACT INFORMATION

NAME _____

PHONE NUMBER _____

EMAIL ADDRESS _____

REQUESTED DATE _____

REQUESTED SPACE _____

REQUESTED TIMING _____

PHOTOSHOOT INFORMATION : PLEASE COMPLETE THE BELOW

Question	Answer
Description of the project/shoot Example: Wedding photos, product photos, family photos, anniversary photos, engagement photos, etc.	
Number of people attending the shoot. *Must include all people in the photos as well as photographer(s) and any children.	
Photographer name, website, and contact phone number	
Describe any decor you would like to bring with you for the shoot. Please note that we cannot guarantee that decor requests will be approved. If approved, all set up and tear down of decor must take place within the 2 hours of time allotted for the photoshoot. Approved decor will be required to be loaded in and out through our shipping and receiving dock and not through the front doors of the hotel. Decor includes items such as: ceremony arch, pedestals, chairs, tables, clothing racks, product displays, backdrops, etc.	

Name _____

Signature _____

Date _____