

Heritage Conservancy Photography Policy

Aldie Mansion is owned, operated and managed by Heritage Conservancy, a non-profit organization dedicated to preserving and protecting our natural and historic heritage.

Aldie Mansion is a unique and historic property that serves as an excellent example of adaptive reuse of a historic structure, providing office space for several professional businesses as well as a venue for special events and weddings. The requirements listed below are essential in supporting Heritage Conservancy's efforts to care for and maintain this historic property:

- All photography and videography anywhere on the Aldie Mansion property is subject to availability and shall be at the sole discretion of Heritage Conservancy and Jeffrey Miller Catering. Please call ahead for availability, scheduling, and contract information.
- Scheduled events at Aldie Mansion take priority. When an event is taking place at Aldie Mansion, only the professional photographer and event guests are allowed to take photographs. No other photography opportunities are allowed to occur at the same time as any scheduled event.
- All individuals wishing to take photographs in the mansion or on the grounds must sign in at the Heritage Conservancy office during posted business hours.
 - Individuals and groups up to five (5) people may take pictures at Aldie Mansion, for their own personal use, free of charge.
 - Groups of six (6) or more must receive prior approval and will be charged a \$15 per person photography fee when registering on site (\$90+).
- Engagement photos are allowed. No wedding photos may be taken in Aldie Mansion or anywhere on the grounds unless the wedding is contracted for Aldie Mansion.
- Should your photos be used in any publication, please credit *Aldie Mansion of Heritage Conservancy* as the location. Any use, reuse, or reproduction by any means for commercial use without the express written consent of Heritage Conservancy is strictly prohibited.
- All commercial photography must be scheduled in advance and will require a contract plus a commercial photography fee.
- All mansion and garden areas must be left in exactly the same condition in which they were found.
- Entering, climbing on, or standing on any outdoor sculptures, garden walls, fountains, trees or flowerbeds is prohibited. Climbing, leaning against, or sitting on any interior or exterior artwork or display cases (including paintings, sculptures, etc.) is prohibited.
- The use of props and equipment is prohibited without prior written approval of Heritage Conservancy. No interior or exterior furniture or other items (paintings, mirrors, flower pots, etc.) may be moved or removed.
- Aldie Mansion and its grounds are tobacco free.
- Animals, other than service animals, are not allowed inside Aldie Mansion.

Heritage Conservancy is not responsible for injury to persons or damage to property resulting from activities prohibited under this policy.