Visitors are welcome to take photographs at The Mill at Anselma for personal or private use during regular public hours subject to the rules and restrictions set forth below, which are applicable to all filming and photography. All other uses, including public and commercial uses (including portraits and wedding photography) require written (electronic or paper) permission from the Mill at Anselma, payment of fees, adherence to Insurance, Liability and Indemnification requirements, and compliance with all rules and restrictions.

**Permissions Requests**:

Requests for permission must be made in writing at least 30 days prior to the date sought. Shorter lead times may be accommodated, subject to availability.

Requests must include business name and address, contact information, day and time sought, number of people and purpose of filming or photography. An email to MyEvent@anselmamill.org is sufficient.

If the purpose is other than wedding or portrait photography, please provide as much detail as possible.

Permission will generally not be granted during Demonstration Days (second weekend of each month during the season) and will be limited during open hours.

If site scouting is planned prior to making a request, please contact our Events team at MyEvent@anselmamill.org to set up an appointment to visit.

**Fees**:

A commercial shoot organization taking still photographs must pay a $50 fee for use of the exteriors/grounds of the premises. Photo shoots lasting longer than an hour and/or seeking to use the interior of the Mill will require additional payments and arrangements.

The group being filmed or associated with the commercial shoot must pay a $100-hour fee for use of the premises. A full day’s filming can be acquired for $700.

In addition to the fees, any additional costs incurred by Mill at Anselma as a result of filming or photography activities must be reimbursed.

Fees are waived corporate sponsors at the $2,000 level.

**Liability**:

If permission is granted, the requestor agrees to assume, without limitation, all risk of loss and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs, attorneys’ and witnesses’ fees, and expenses incident thereto, relating to bodily injuries to persons (including death) and for loss, damage to, or destruction of real and/or tangible personal property (including property of the Mill at Anselma) resulting from the negligence or misconduct of the requestor, its employees, agents, contractors, subcontractors, subjects, actors, or models.

**Insurance**:

Occurrence-type general liability insurance is required for any filming or photography activity requiring permission. An insurance certificate proving coverage must identify the production company or photography studio by name and business address. The Mill at Anselma Preservation and Educational Trust must be named “additional insured” on the certificate. A copy of the certificate of insurance must be presented when the request is submitted for consideration. Permission may be denied if there is inadequate proof of insurance. The minimum coverage amounts are:

 $1,000,000 per occurrence

 $2,000,000 general aggregate

**Indemnification**:

If permission is granted, the requestor and its employees, agents**,** contractors, orsubcontractors, subjects, actors, or models,usethe Mill atAnselma property and all its facilities at their own risk. The requestor agrees to indemnify and hold harmless The Mill at Anselma Preservation and Educational Trust, its trustees, officers, employees, agents and volunteers from all costs, expenses, losses, claims, damages, liabilities, settlements and judgments, including reasonable attorneys’ fees and costs and expenses required to defend The Mill at Anselma Preservation and Educational Trust, its trustees, officers, employees, agents and volunteers.

**Rules and Restrictions**:

Clean Up:

All areas impacted by the filming or photography project are to be cleared of all equipment and trash and returned to their original condition to the satisfaction of the Mill’s staff. All trash and debris must be removed and disposed of at the end of each day of the project. The Mill’s trash receptacles may not be used. It is the responsibility of the requestor to notify all of its contractors and subcontractors of the clean-up rules.

The Mill at Anselma cannot accommodate a request if:

* The activity involves access to areas normally closed for reasons of resource protection and safety.
* The level of activity at the Mill is expected to be high on the day requested, such as a special event booked on premises.
* The project includes a portrayal of activities that are not permitted on the Mill property.
* The requestor is unwilling or unable to obtain necessary insurance.

Prohibited Activities:

* Vehicle use off established driveway and parking area.
* Altering, damaging or removing vegetation or cultural resources.
* Digging, scraping, chiseling, or defacing natural or cultural features.
* Smoking in or around buildings, in vegetated areas, or on any of the Mill premises.
* Use of fire or any type of pyrotechnics.
* Use of illegal drugs and paraphernalia.

Breach of any of the above restrictions will result in the immediate expulsion of all people involved in the photography or filming project from the Mill property.

**Restricted Activities:**

Depending on the potential for damage or harm to persons and property as well as excessive noise levels, the Mill at Anselma reserves the right to restrict other activities and/or the use of props and equipment on a case-by-case basis. The requestor is also required to adhere to all federal, state, and local standards, regulations, rules, ordinances, and statutes including safety, fire and vehicle operation.

**Credit Line & Logo:**

The suggested format for credit lines is:

*The Mill at Anselma Preservation and Educational Trust*

*Chester Springs, Pennsylvania*

[*www.anselmamill.org*](http://www.anselmamill.org)

Written permission from the Chairperson of the Mill at Anselma is required to use the Mill’s logo. Incidental filming of the logo, such as on an employee uniform, a hat, or on a sign, is acceptable.

**Copyright:**

The Mill at Anselma makes no representation as to ownership of any materials or associated intellectual property rights on our property. Certain materials may be protected by copyright or other rights controlled by a third party. The requestor assumes all responsibility for determining these rights and obtaining all necessary permissions.