

Photography Guidelines

North Dakota Heritage Center & State Museum

While at the North Dakota Heritage Center & State Museum, visitors may be photographed by State Historical Society of North Dakota photographers and videographers. These images and videos may be used for the purpose to promote the museum.

GENERAL VISITORS (OR PERSONAL PHOTOGRAPHY)

- Flash photography is permitted for private, noncommercial use only. Photographs may not be published, sold, reproduced, distributed, or otherwise commercially exploited in any manner.
- Photography must be conducted without disruption to Museum operations or limitation to the accessibility of exhibitions, entrances/exits, doorways, café, Museum Store, and high traffic areas.
- Please do not move furniture, rugs or other ND Heritage Center property.

PROFESSIONAL PHOTOGRAPHY SHOOTS (WEDDING, GRADUATION, GROUPS)

All professional photography sessions require approval from the Visitor Services staff at least 48 hours in advance. The Visitor Services office is open 8 a.m. to 5 p.m. Monday through Friday, 701- 328-2674 or 701-328-4187.

- While we are delighted to be a part of celebrations, first preference of spaces will be given to visitors and guests who have rented space within the North Dakota Heritage Center.
- Studio equipment is not allowed. Photographers may bring in a camera and tripod.
- Photography must be conducted without disruption to Museum operations or limitation to the accessibility of exhibitions, entrances/exits, doorways, café, Museum Store, emergency pathways, and high traffic areas. Pathways must not be blocked at any time. If you are not certain of the locations of these areas, please ask our staff. Electrical cords are not permitted across public walkway areas.
- Moving or standing on ND Heritage Center furniture is not allowed, and ladders are not allowed for photo shoots.
- Please do not move furniture, rugs or other ND Heritage Center property.
- **All photography shoots are limited to 15 minutes in the Northern Lights Atrium** (if the Atrium is available) and **30 total minutes in the State Museum**, including gathering time of the party. After hours rentals are available by contacting the Visitor Services office.

- All photography shoots are limited to parties of 20 or less, including photographer(s).
- You are welcome to bring flowers into areas such as the Northern Lights Atrium and additional public areas. To help protect artifacts, live flowers are not allowed in the four State Museum galleries. The bridal party and/or photographer are expected to clear the space of excessive dropping petals, feathers, glitter, and any water used for flowers.
- Balloons are not allowed in the North Dakota Heritage Center. Props and décor must be approved in advance by the Visitor Services office.
- Use of curling irons, straightening irons, and hairspray are not permitted in the public areas. Public restrooms are available.
- Groups being photographed and photographers are expected to be courteous to North Dakota Heritage Center visitors.
- The coat room should be used for personal property. Coats, flowers, photography props, and other items are not to be placed on the Northern Lights Atrium floor, which may obstruct visitor traffic. We are not responsible for lost, stolen, or damaged items.
- Photographers, models, and subjects agree to follow any additional instructions from State Historical Society of North Dakota staff.

COMMERCIAL AND MEDIA PHOTOGRAPHY

Professional photographers must arrange prior approval for all editorial and commercial photography, filming, or videotaping at the North Dakota Heritage Center and State Museum. Members of the media may photograph or film within designated areas of the State Museum at the North Dakota Heritage Center for the purpose of news coverage. All commercial photographers and members of the media must make arrangements with the director of Communications & Education prior to their arrival. (kjondahl@nd.gov or 701-328-1476)

The State Museum reserves the right to change these guidelines subject to the ongoing schedule of programs.

(4-9-2018)