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## PHOTOGRAPHY CONTRACT

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Company: \_\_\_\_\_ Cell/Work: \_\_\_\_\_  
Address: \_\_\_\_\_ E-mail: \_\_\_\_\_  
City, ST Zip: \_\_\_\_\_

### **EVENT INFORMATION**

Date: \_\_\_\_\_ Time: \_\_\_\_\_

# of People: \_\_\_\_\_

### **RENTAL CHARGES**

Based on 2 (two) hour rental.

\$50.00 Non-members

FREE Members (minimum family membership)

### **RENTAL TERMS**

#### **RENTAL STATEMENT:**

IN ACCEPTING THE USE OF THE GARDEN OF THE YAWKEY HOUSE MUSEUM FOR PHOTOGRAPHY, THE RENTER ACCEPTS THAT THIS IS A HISTORICAL BUILDING/MUSEUM, GARDEN, AND WILL BE OPEN TO THE PUBLIC DURING NORMAL OPERATING HOURS. **RENTERS AND THEIR GUESTS ARE EXPECTED TO FOLLOW ACCEPTABLE MUSEUM ETIQUETTE AT ALL TIMES.**

#### **Reservations:**

Reservations for photographs must be made through the Rental Coordinator at the Marathon County Historical Society's main office.

The rental of the Yawkey House Museum's garden for photography includes a two hour time period and use of the garden, pergola, and exterior of the buildings. Rental does not include the interior of the Yawkey House Museum or Carriage House. In the event of rain or other inclement weather, the date may be rescheduled.

#### **Payments & Pricing:**

1. Full payment of the rental charge is required at the time the reservation is made. The date will *NOT* be held unless payment is received.
2. Payment is currently accepted in the form of cash or check/money order payable to the *Marathon County Historical Society*.
3. All listed prices are subject to change and availability.

#### **Damage:**

The renter assumes all responsibility for any damage as a result of their guests, their staff, volunteers, and/or any individual(s) on or near the facilities and equipment as a result of the renter's use of the facilities and equipment under this contract, other than normal wear and tear.

**Rental Guidelines:**

1. **NO** smoking or open flames on the premises – **NO** exceptions.
2. Restrooms are available across the street at the Woodson History Center, if rental is within normal operating hours.
3. The use of any props or decorations must be discussed with the Rental Coordinator of the Marathon County Historical Society prior to use. *Nails, staples, tape, or chains are not allowed anywhere on the grounds.*
4. The renter is responsible for clean-up of the gardens and surrounding areas immediately following the event, including clearing the premises of all personal items such as props, etc. **NOTHING IN THE GARDENS MAY BE MOVED (BENCHES, PLANTERS, ETC.).**
5. Parking is available in the Yawkey House Museum driveway and limited parking behind the Woodson History Center, along with street parking.
6. **NO** political advertising, controlled substances, or firearms allowed on the premises.

**Cancellations:**

The Marathon County Historical Society retains the right to cancel this contract with written notice at any time for the following reasons: misrepresentation of the event, any payments returned by bank for insufficient funds, threats of violence towards historical society employees, theft or damage of rental facility property, and/or failure to abide by the terms and conditions of this rental contract. Cancellation by Marathon County Historical Society for any of the above reasons will result in the loss of the entire rental amount.

In the event of a cancellation by the renters, written notification must be received 2 weeks prior or more to the event to qualify for a refund. If written notice is received less than 2 weeks, the Marathon County Historical Society will retain 50% of the rental amount and refund the remaining amount to the renter.

**Summary of Rental Charges**

Member:  *FREE*

Non-Member:  \$50.00

**TOTAL RENTAL CHARGES:** \_\_\_\_\_

**I understand and agree to the terms of this rental contract. I also understand that noncompliance to the terms and guidelines, failure to clean-up after my event, and/or damage incurred to the Yawkey House Museum grounds is my responsibility.**

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Date

**PAYMENTS**

Date: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Received By: \_\_\_\_\_  
 Balance: \_\_\_\_\_

Date: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Received By: \_\_\_\_\_  
 Balance: \_\_\_\_\_

Date: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
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 Balance: \_\_\_\_\_