



**Ottawa County Parks &  
Recreation Commission**  
12220 Fillmore St. West Olive, MI 49460  
(616)738-4810 www.miottawa.org/parks

## COMMERCIAL PHOTOGRAPHY/VIDEOGRAPHY AGREEMENT

### A permit is required if the photographer comes to the park with the intention of:

- Taking pictures for the purpose of selling them.
- Creating images for commercial advertisement or marketing.
- Providing a service for which he/she will be paid for or receive compensation of value.

### A permit is not required for:

- Personal use
- Special occasion photography / videography taken within a rented/ reserved area of the park
- A photographer that comes to the park for recreational or hobby purposes and may or may not sell a photo at a later date.
- Members of the news media on official business
- A student project produced only for a grade and not commercial use

### **Commercial Photography/Videography**

A photography studio, production company, advertising/publicity firm or filming crew, hired by a client to create a product for profit, or a business owner or employee working on park property to create images for the purpose of commercial sale are required to have a permit and a certificate of liability insurance naming the Ottawa County Parks and Recreation Commission as additional insured in order to operate on County Park or Open Space Property. Aerial photography is not permitted within Ottawa County Parks and therefore this permit will not allow for the use of a drone or similar device.

### **Free Permit**

There is no charge to obtain a commercial photography or videography permit, and the permit will be valid until the expiration date of the photographer's commercial liability insurance policy. Permits will be revoked to failure to adhere to the regulations listed in this document, and a Civil Infraction Citation may be issued to those operating a commercial business on county property without a permit.

### **Motor Vehicle Permit**

A valid Motor Vehicle Permit is required Memorial Day weekend through Labor Day weekend at the following parks: North Beach Park, Olive Shores, Kirk Park, Rosy Mound Natural Area, and Tunnel Park.

### **Reservation Fees:**

Commercial photographers/videographers who wish to reserve a specific park area or feature must go about the same reservation process and pay the same reservation fees as other park guests. Visit [www.miottawa.org/parks](http://www.miottawa.org/parks) for details.

### **Certificate of Insurance:**

Commercial photographers/videographers must file a Certificate of Insurance in the amount of \$1 million for general liability with Ottawa County Parks Commission named as the additionally insured.

## Regulations for All Photographers

- The photography policy is nontransferable, and you should have either a printed or digital copy of your permit with you whenever shooting on Park Commission property.
- All Ottawa County Parks and/or Open Space Rules and Regulations must be followed.
- The holder of the permit is liable for any damage to park property they may cause.
- All camera equipment must be handheld or mounted on a person, monopod, or tripod. No aerial masts, drones, or other types of aerial photography are permitted without additional prior written permission. Please note that drone permits are rarely if ever issued unless there is a direct benefit to the Parks Commission for doing so.
- No vehicles are permitted on grass, sidewalks or other park areas not designated as vehicle parking areas, unless authorized by the Parks Commission in writing prior to the shoot.
- No wheeled equipment, carts, wagons, etc. are permitted on any trails or surface that bicycles are not permitted on.
- No photography is permitted off-trail in Ottawa County Parks or other areas not open to the public.
- Any misuse of park property or failure to comply with Ottawa County Parks regulations will result in revocation of photography permit and expulsion from the property. Your permit may be revoked at any time by any Park staff person if he or she feels you have a significant negative impact on other park users' experience or if you are not sharing the space cordially with other visitors or photographers.
- Large shades, backdrops, furniture, or other props that cannot be easily carried and quickly moved by one person are prohibited.
- No signs, banners, directional arrows, distribution of printed material to the general public, or other forms of commercial advertising are permitted.
- Park visitors are not to be prevented from using park facilities, spaces, trails, bridges, boardwalks, overlooks, amenities, etc., and park employees are not to be prevented from completing their work as a result of the shoot.
- Photos or films must not include any identifiable park visitors without their prior permission.
- Nothing in the final photo or video should imply a partnership between the parks and your company. It should be clearly understood that Ottawa County Parks in no way endorses any product or service connected with commercial photography.

To the fullest extent permitted by law, I agree to defend, pay in behalf of, and hold harmless Ottawa County Parks Commission and Ottawa County, against any and all claims, demands, suits, losses, including all costs connected therewith, for any damage which may be asserted, claimed or recovered against or from and employees, by reason of personal injury and death; and property damage, including loss of use thereof, which arises out of the alleged negligence of the Ottawa County Parks and Recreation Commission and, or in any way connected or associated with this agreement. Ottawa County Parks and Recreation Commission will be named as additional insured on the filming party's liability insurance policy and provide proof of insurance of at least one million dollars prior to shooting. It is understood and agreed that the following shall be additional insured; Ottawa County Parks and Recreation Commission, Ottawa County, all employees and volunteers. My signature below indicates that I am 18 years of age or older and have read the above information concerning shooting or filming on County Park or Open space property and agree to the conditions and regulations stated.

Applicant's Name and Title (please print) \_\_\_\_\_

Company Name: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Email completed agreement and insurance certificate to [OCParks@miottawa.org](mailto:OCParks@miottawa.org) OR  
Mail to: Ottawa County Parks, 12220 Fillmore St. West Olive, MI 49460.