



**A History Museum**  
 523 South Webster Street  
 Naperville, IL 60540-6517  
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 Fax 630.305.5255 • 630.305.4044  
 www.napersettlement.museum

# RELEASE & HOLD HARMLESS AGREEMENT

## FOR PORTRAIT/FAMILY/GROUP PHOTOGRAPHY AT NAPER SETTLEMENT

I hereby agree to pay of stipend of \$5 per person for individual portraits or \$10 per group of two or more for family/group/wedding portraits for the right to come onto the Naper Settlement grounds and use the exterior buildings and landscaping as a backdrop to my professional photography services. I understand that no additional fee is required for the photographer, lighting assistant or other photography support employee for the project. Payment for the right to use Naper Settlement grounds can be made at the time of service or within one month from the date of the photography session.

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

I hereby release and hold harmless Naper Settlement, the Naperville Heritage Society and the City of Naperville or those acting under their permission, from any liability resulting from any use of said photographs.

*Title or Affiliation:*

- Photography Studio
- Photographer
- Project Manager
- Production Company
- Advertising Agency
- \_\_\_\_\_

I hereby warrant that I have every legal right to contract in my own name in the above regard and that I have read and fully understand the above agreement prior to its execution.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

*Status:*

- Organization has not-for-profit status

Company/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

*Approvals:*

- Make my company a partner link on the Naper Settlement Web site using the following URL:  
 \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Number of clients or groups on the grounds: \_\_\_\_\_

- I authorize Naper Settlement to use photographs provided by my company on their Web site

Payment Fee: \$ \_\_\_\_\_  
 Please make your check payable to *Naper Settlement*.

- Payment Status:  Payment made at time of service  
 Payment to be mailed within 30 days  
 Payment waived Reason: \_\_\_\_\_

Other comments: \_\_\_\_\_

**TO BE COMPLETED BY NAPER SETTLEMENT**

**Consent is hereby granted to**

\_\_\_\_\_  
*(Name of organization or individual)*

**to photograph Naper Settlement buildings,  
grounds and/or staff/volunteers on the following dates:**

From: \_\_\_\_\_ To: \_\_\_\_\_

Signed: \_\_\_\_\_  
*(for Naper Settlement)*

Print Name & Title: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Payment Amount: \$ \_\_\_\_\_

Payment Received:  Yes \$ \_\_\_\_\_ (Amount)  
 No Reason: \_\_\_\_\_

Payment Due: \$ \_\_\_\_\_

Additional Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_