# Tempe Center for the Arts



# Photography/Filming

## SITE POLICIES

- All photography equipment and bags must be mobile and clear from all paths. Nothing may be set on exterior tables or chairs.
- Photo shoots may not block any path or doorway.

#### **EXTERIOR**

Exteriors are available for short-term photography use at the sole discretion of TCA staff. All spaces are considered shared with the public unless rented. Spaces that are undergoing event preparation, preset for an event or actively accommodating an event are not accessible for use.

- To ensure the best experience, photographers should contact the Business Development Coordinator to schedule a site visit.
- Entry into a water feature by photographer(s) or model(s) is prohibited.
- Photography must take place on public sidewalks or stone seating areas only. No climbing or scaling of the building exteriors or art features is allowed.
- All equipment and other items used during the shoot must be hand-held or placed on a tripod: limit two tripods.
- Props must be hand-held or wearable.

### INTERIOR

All interior photography requires a scheduling through the Business Development Office. A Certificate of Insurance listing the City of Tempe as an additional insured must be on file prior to the photo shoot, without exception. All spaces are considered shared with the public unless rented. Spaces that are undergoing event preparation, preset for an event or actively accommodating an event are not accessible for use.

- Photography may occur in public spaces (lobby and balcony walkways) only. No access to the Theater,
  Studio, or Lakeside is allowed unless spaces are rented.
- The Gallery is available for shooting at the discretion and direction of the Gallery Coordinator.
- All equipment and props must be hand-held unless approved by Tempe Center for the Arts Manager or Business Development Coordinator.

#### COMMERCIAL PHOTOGRAPHY

The TCA is the site for a wide variety of commercial film and photo shoots. Site fees and adherence to operating policies apply. Please contact the Business Development Coordinator for information.

For additional information, please contact Seth Willey, Business Development Coordinator, at 480-350-2814 or seth willey@tempe.gov.