



**Green Spring Gardens**  
 4603 Green Spring Road,  
 Alexandria, VA 22312  
 703-642-5173 (direct); 711 (TTY)  
[www.fairfaxcounty.gov/parks/green-spring](http://www.fairfaxcounty.gov/parks/green-spring)



## PHOTOGRAPHY SESSIONS AT GREEN SPRING GARDENS

Green Spring Gardens is a Fairfax County Park Authority (FCPA) public garden with protected landscapes and a historic house. The gardens are part of a documented living plant collection, accredited through the American Public Gardens Association and the American Alliance of Museums. The following rules and reservation system were established to help ensure the protection of this resource.

**There are two steps to obtain authorization to use Green Spring Gardens as a location for your commercial photography sessions: purchase a permit and make a paid reservation.**

### 1. PURCHASE A PERMIT

All commercial photographers conducting business at any Fairfax County Park Authority location for the purpose of generating revenue, including donations, are required to purchase and carry an FCPA photography permit. The application process can be completed online ([www.fairfaxcounty.gov/parks/press/photography-permit](http://www.fairfaxcounty.gov/parks/press/photography-permit)) and requires an annual fee of \$25.00. The permit is valid for one year from the date of purchase at any of the 400+ parks in our system. You will receive a physical permit and lanyard in the mail (USPS).

### 2. MAKE A PAID RESERVATION

After purchasing a permit, all commercial photographers, or the client, must make a paid reservation. Reservations are made online through a ticketing system that is based on the size of the group (photographer, photography staff, photo subjects, and accompanying friends and family). To make the reservation, use the following link <https://fairfax.usedirect.com/FairfaxFCPAWeb/Activities/ProgramsAndTours.aspx>, search for **photo session**, and then select your desired time. You will receive an email confirmation of your reservation and payment. Tickets become available on the first day of the month for the following month. Reach out to visitor services staff to learn more about this process or if you are having difficulty getting the slot that you need, 703-642-5173.

- Photographers may reserve a maximum of 2, two-hour sessions in a day.
- For mini sessions (multiple, short client appointments within the session), the reservation fee is determined by the total number of people, clients and staff, on site within each two-hour reservation.
- Photography reservations are in effect rain or shine, unless the gardens are closed for inclement weather.

Photo Session Reservation Fees (including all photography staff and accompanying friends/family)	2-hour session rate
Up to 11 people total in two-hour session	\$30
12-19 people total in two-hour session	\$60
20 or more people total in two-hour session	\$120

### CHECK-IN

To manage photography demands at Green Spring Gardens, staff will be regularly checking photographers for proof of reservation through reservation verification wristbands or reservation receipts. You can get your reservation verification wristband (recommended) by checking-in to the Horticulture Center up to two weeks in advance of your reservation. Horticulture Center hours are 9 a.m. and 4:30 p.m., Monday through Saturday and noon to 4:30 p.m. on Sundays. If you

are unable to come in for check-in during these times, you will need to bring your reservation receipt during your photo session time to show to staff upon request. For questions or concerns, please call 703-642-5173.

### **ACCOMMODATIONS**

Please contact Green Spring Gardens at 703-642-5173, at least 24 hours before arrival, for any accommodation needs.

### **CANCELATIONS**

You may cancel your reservation with refund up to the start time of your session by going online. If you need assistance, please call 703-642-5173.

### **PARKING**

Green Spring has an automatic gate that closes and locks at 5:00 p.m. Photographers and clients must park outside of the gate after 5:00 p.m. Limousines and buses must park in overflow parking (gravel lot) or along Witch Hazel Road (entrance road) immediately following drop off. Please contact Green Spring Gardens at 703-642-5173, at least 24 hours before arrival, for any accommodation needs.

### **To protect this beautiful resource, please abide by the following GARDEN RULES:**

- Depart from the gardens no later than dusk, when the gardens close.
- All visitors are prohibited from entering areas marked with reserved signs or that are roped off. Unless renting a gazebo or Moon Gate space for your photography session, you may not impede the public from entering or visiting these spaces, and you may not gather or remain there for photography for more than 10 minutes.
- To prevent plants from being trampled and broken, visitors are not permitted to enter the garden beds.
- Plant labels, plant containers, sprinklers, hoses and signs are not to be moved or adjusted; leave them as you find them. Any alterations should to the landscape are prohibited.
- All visitors are prohibited from climbing trees, pruning, or breaking branches or stems, or removing flowers, plants, or vegetables.
- Props, balloons, confetti, tables, chairs, tents, or decorations of any kind are not permitted. For wedding photography, a bridal bouquet is permitted.
- Refrain from blocking sidewalks or entrances to buildings, gardens, and exhibits. Photography is not permitted at or on the front or rear steps of the Historic House.
- The interiors of the Horticulture Center and the Historic House are not available for photography. This includes the Glasshouse.
- Be aware of and follow all posted signs.
- Green Spring Gardens is not responsible for any equipment loss or damage.

We reserve the right to refuse future reservations to those who do not comply with photography rules and guidelines.