



Green Spring Gardens

4603 Green Spring Road,

Alexandria, VA 22312

703-642-5173 (direct) 703-653-6605 (fax)

www.fairfaxcounty.gov/parks/green-spring



Photography Guidelines

Green Spring Gardens is a Fairfax County public garden with a mission to connect the community to natural and cultural resources through horticulture, education, and stewardship. Thank you for choosing to take your photos here. The following guidelines help us to keep the gardens looking healthy and beautiful so that you can continue to use our resource as a backdrop for your portrait photography shoots.

PERMITS

- All photographers conducting business on Fairfax County Park Authority (FCPA) property or in FCPA facilities, including Green Spring Gardens, must obtain a photography permit. The permit is good for one year from the date of purchase. The \$25 permit can be purchased online by credit card at www.fairfaxcounty.gov/parks/press/photography-permit. For assistance, please call 703-642-5173. See page 2 for additional group fees.

RESERVATIONS

- Green Spring Gardens recommends that you make a reservation for any commercial photo shoot being held at Green Spring Gardens. This helps to manage parking, visitor use conflicts, and alert you to areas that may be off limits due to rental contracts, construction, or events.
- **For groups of 12 or more, a reservation is required. Please call the 703-642-5173.**

CHECK IN

- When you arrive, please check in by calling 703-642-5173 or stopping into the Horticulture Center. The hours are Monday through Saturday, 9:00 a.m.-4:30 p.m. and Sundays and Holidays noon-4:30 p.m. **Please be prepared to show your permit.**

ARRIVAL and PARKING

- **The Gate is locked at 5:00 p.m. Please park outside of gate for evening shoots.** Limousines and buses must park in overflow parking or along Witch Hazel Road (entrance road).

GENERAL GUIDELINES

You may not use areas marked with a RESERVED SIGN—usually gazebo areas.

- Stay out of the garden beds. This prevents plants from being trampled and broken.
- Do not alter the landscape. Plant labels, plant containers, sprinklers and hoses are not to be moved or adjusted; leave them as you find them.
- Do not climb into trees, prune or break branches or stems, cut flowers, plants or vegetables.
- No props, **no balloons**, no tables, no chairs, no decorations of any kind may be brought into the gardens for use in your photography or for your event without prior written permission from Green Spring Gardens. (This does NOT include brides' bouquet).

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**Green Spring Gardens
Photography Guidelines
continued**

GENERAL GUIDELINES (continued)

- Keep the entrance and exits to buildings, gardens, and exhibits clear of obstructions. **No photos on the front or rear steps of the Historic House. These are public entrances.**
- The interiors of the Horticulture Center and the Historic House are not available as backgrounds for photographs.
- Be aware of and honor all posted garden signs.
- Be mindful and courteous toward our visitors, educational programs, and special events.
- We are not responsible for any equipment loss or damage.

OTHER SERVICES

- Picnic tables are available at the east end of the parking lot.
- Indoor and outdoor rental facilities are available for parties, etc. Inquire in the Horticulture Center, call 703-642-5173, or email your request to Sandra.Knapp@fairfaxcounty.gov

ADDITIONAL PERMIT FEES

- Groups of 11 people or fewer (including photography staff): PERMIT ONLY, no additional fees.
- Groups of 12-19 people (including photography staff): PERMIT + \$50 (\$25 per hour with a two-hour minimum).
- Groups of 20-74 people (including photography staff): PERMIT + \$100 (\$50 per hour with a two-hour minimum).
- The two-hour minimum was established to ensure photographers have sufficient time to prepare, conduct and clean up after the session.
- The commercial photography permit does not give the holder permission to conduct classes on Park Authority property. This requires a Business Activity License.

Revised November 25, 2019