



## PHOTOGRAPHY POLICY & GUIDELINES

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### PERSONAL-USE PHOTOGRAPHY/VIDEO

Personal-use photography/video is permitted at both Wings Over the Rockies™ (Wings) locations (Wings Over the Rockies Air & Space Museum and Exploration of Flight) and is subject to the conditions below. Photography/video of special exhibitions/aircraft/artifacts or works on loan to Wings are sometimes prohibited by lenders.

#### Visitors may:

- Take photos/video for personal use only.
- Use handheld cameras, cell phones, and tablets.
- Post images from their visits on personal social media sites as long as they are not used for profit or copyrighted.

#### Visitors may NOT:

- Use professional or separate lighting sources, selfie sticks, or other supporting equipment.
- Sell or publish the images for profit.
- May not take photographs of exhibitions/aircraft/artifacts that are protected by copyright laws, and indicated with 'no photography' signage.
- Use the images to promote any outside product or service.

#### Visitors must:

- Remain behind "ropes and barriers" and maintain a safe, non-touching distance from all aircraft, exhibitions, artifacts, cases, platforms, and pedestals.
- Respect other visitors enjoying the museum or Exploration of Flight.

Wings reserves the right to withhold or withdraw permission to photograph/video on the premises. Wings staff have the authority to approach and verify the intent of photography/video and to enforce the Photography/Video Policy.

### NEWS MEDIA

Members of the media must make arrangements for all photo and video shoots in advance. To coordinate a shoot, please contact the Marketing Department. You may also submit a photography/filming request using Photography/Filming Request Form available on our website [here](#).

Members of the media must be escorted by an assigned staff person at all times or have permission from Marketing to shoot independently. All organized photo shoots inside Wings museum or Exploration of Flight—for news coverage, media school projects, etc.—require a staff member escort. Contact the Marketing Department to schedule your visit. Photo shoot requests that cannot be staffed will be declined.

Additional lighting must be approved and weighted at the base, and be kept 10 or more feet away from any artifact. Special equipment must also be approved in advance.

Please allow at least 3-5 business days for our staff to process your request. Please inquire if your timeframe is short or urgent.

### COMMERCIAL PHOTOGRAPHY

Photography shoots for commercial purposes must be approved and scheduled in advance by the Events Department. Commercial shoots are subject to additional fees dependent on the time, date and duration of photoshoot requested by the client. The Events Department can provide a copy of our Commercial Rental Agreement and associated fees. Copyrighted exhibitions/artifacts must not



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appear in the photos. **IF a copyrighted exhibition/aircraft/artifact is shown within a photograph, it is the user's responsibility to obtain necessary permissions and pay required fees for any commercial use of copyrighted material. Wings will provide details pertaining to permission sources.**

Drone photographers are required to have a Federal Aviation Administration (FAA) Part 107 license for commercial use and for use within Wings. In addition, not all camera drones are the same; therefore, Wings requires review and approval of equipment prior to use within Wings. There are state drone regulations that must also be followed

Please allow at least 3-5 business days for our staff to process your request. Please inquire if your timeframe is short or urgent.

For large photography and film shoots for commercial purposes (i.e. advertising, TV/film, etc.) the Events Department will coordinate with the Marketing Department. Please allow at least 7-10 business days for our staff to process your request. Please inquire if your timeframe is short or urgent.

### EVENT PHOTOGRAPHY

Clients who have contracted an event through our Corporate and Private Events Department may take professional photos or video for their promotional purposes subject to prior approval. Please allow at least 3-5 business days for our staff to process your request. Please inquire if your timeframe is short or urgent.

### WEDDING, ENGAGEMENT, AND PORTRAIT PHOTOGRAPHY

Photography inside Wings Museum or Exploration of Flight requires that a Photography / Filming Request Form be filled out. This form can be found on our website [here](#). Outdoor portrait shoots on museum or Exploration of Flight grounds do not require an escort; **however, they must be approved in advance by the Events Team.**

Please note:

- Inside/Outdoor portrait photography must not disrupt museum or Exploration of Flight operations or visitor experience.
- All photographers and subjects must stay in publicly accessible areas. A staff member escort may be required, and behind the scenes photography must be pre-approved and coordinated with the Curatorial Department. Filming on Exploration of Flight ramp requires an escort and review of Centennial Airport restrictions.
- Refer to Commercial Photography section for drone photographer requirements.

IF a copyrighted exhibition/aircraft/artifact is shown within a photograph or video, it is the user's responsibility to obtain necessary permissions and pay required fees for any commercial use of copyrighted material.

Additional restrictions and fees apply for indoor portrait photography, which **must be approved in advance by the Events Team.** Please contact our Events team for contract information and fill out the Photography/Filming Request Form available on our website at [here](#).

Please note:

- Indoor shoots are subject to fees and may be scheduled only by appointment, and normally when Wings locations are closed to the public.
- Indoor shoots require a Museum Events member escort.
- Engagement shoots require a fee and are limited to the hours, and the time required for any setup or hair/makeup time. All restrictions above also apply.



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### IMAGE RIGHTS AND REPRODUCTIONS

Wings permits and encourages personal and educational use of unrestricted collection documents, images, audio, and video. All researchers wishing to reproduce Wings photographs or moving images for use in consumer merchandise, journals and periodicals, books, trade publications, advertisements, websites with paid advertising and fundraising materials, or for any other commercial purpose must apply for written permission.

Wings retains ownership and/or licenses of certain images both still and moving. To request use of specific images please contact our Curatorial Department. Wings reserves the right for final approval of all credit lines. If requested, a proof must be approved by Wings before permission to reproduce is granted. Requests for reproduction for the sole purpose of generating profit for the applicant will be routinely denied.

Due to staffing shortages, all requests for permission to reproduce an object/image from the Permanent or Education Collections must be made in writing a minimum of one month in advance of the date desired. There may be a delay with processing requests and some requests may be unable to be fulfilled at this time. We appreciate your patience.

Wings reserves the right to deny permission to reproduce any object/image from its collections to any applicant whose product or use is not acceptable to Wings for any reason. Permission is granted for one-time use, and permission to publish must be obtained in advance for each subsequent edition or reprint. Permission is valid only for the individual, company, or institution to which it is specifically issued and may not be transferred, assigned, sold, or otherwise disposed of without written permission of Wings.

You may not use any images for commercial purposes, unless you have first obtained permission from Wings. This means that, absent express permission, you may not sell Content with usage conditions or sell materials, products, or services that use and incorporate such Content. You may not use Content with usage conditions to promote or advertise products or services.

Our collections are obtained from many sources and are intended primarily for research and educational purposes. Certain works may be protected by copyright, trademark, or related interests not governed by Wings. Permission for use will be granted only to the extent of Wings' ownership of the rights relating to your request. The responsibility for ascertaining whether any additional rights exist, and for obtaining all necessary permissions, remains with the researcher.

Please allow at least 7-10 days for our staff to process your request. Please inquire if your timeframe is short or urgent.

### Questions? Please call:

Requests for:	Contact:
Personal, Events, Commercial, Wedding, Engagement, and Portrait photography/video shoots	303-360-5360 x104
Image Rights and Reproductions Requests	303-360-5360 x103 or x106
News Media/Press Coverage	303-360-5360 x110