

## MARLAND MANSION

Photo Shoot Reservation Form
By appointment only
Monday - Thursday 10:00 a.m. - 5:00 p.m.
Kim Roper - Events
580-767-0425 or <a href="mailto:roperkg@poncacityok.gov">roperkg@poncacityok.gov</a>

Requested Date:	Requested Shoot Time:
Renter Name:	Cell Phone:
Email:	
Number of Guests:	
Photographer:	Cell Phone:
Cost per hour: \$50.00 No refunds for p	artial or unused hour/s. No ¼ or ½ hour rental available.
	e for late arrivals. Appointments arriving later than 30 rescheduled. There are no refunds for late or missed
Time allowed for photo shoot: 1-hour in-	crements with a maximum of 2-hours.
$\underline{NO}$ photography allowed on the $3^{rd}$ floor	stairwell or anywhere on the 3 <sup>rd</sup> floor.
The Mansion is open to the public for too	uring during photo shoots, 10:00 a.m 5:00p.m.
The Estate grounds are open to the pul Mansion grounds but are still required to	blic 24 hours. There is no charge for photo shoots on schedule an appointment.
Indoor or outdoor photo shoots cannot be	be accommodated on Fridays or Saturdays.
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Date reservation received: Res	servation received by: