

# Baytown Historical Preservation Association

*“Collecting Yesterday for Tomorrow”*

Dear Photographers,

We are delighted that people come out to the Republic of Texas Plaza Park to take their special photographs. While the park is public, **the historic structures are privately owned, financed, and maintained by the Baytown Historical Preservation Association (BHPA)**, a 501(c)(3) nonprofit organization run by dedicated volunteers.

Due to the constant overuse of and abuse to our historic buildings and post and beam barn by photographers, a new policy for photographers is now in effect for BHPA’s historical structures and barn at the Republic of Texas Plaza Park. The park is currently being patrolled to enforce this new policy.

The new policy requires professional photographers and amateur photographers with professional-looking cameras to sign an agreement. Photographers must also pay in advance a nonrefundable rental fee of \$50 per hour plus a damage/cleanup deposit of \$150 (refundable if no repairs or cleanup needed). You will be issued a permit with the date and time you are allowed to take photos. A BHPA representative will also be present to oversee your designated photo shoot.

We regret this new policy is necessary, but we must protect our living history museums for future generations. If you have any questions, email us at [info@baytownhistory.org](mailto:info@baytownhistory.org) or call 281.421.2099.

Yours in preservation,  
Board of Directors

Baytown Historical Preservation Association  
Mailing Address: P. O. Box 1244, Baytown, TX 77522-1244  
281.421.2099  
[info@baytownhistory.org](mailto:info@baytownhistory.org)  
[www.baytownhistory.org](http://www.baytownhistory.org)

**Photography Agreement and Policy for Professional Photographers and  
Amateur Photographers with Professional-Looking Cameras**

Company Name: \_\_\_\_\_

Applicant's/Photographer's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City and State: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email: \_\_\_\_\_

Photography Date: \_\_\_\_\_ Photography Time: \_\_\_\_\_ to \_\_\_\_\_

The Baytown Historical Preservation Association (hereinafter referred to as "BHPA") reserves the right to refuse admittance on its historical structures and post and beam barn (hereinafter referred to as "Buildings") for photography at any time and reserves the right to change its photo policy without advance notice.

Professional photographers and amateur photographers with professional-looking cameras (hereinafter referred to as "Applicant") must notify BHPA no less than 96 hours in advance to book an appointment to use the Buildings located at the Republic of Texas Plaza for a photo shoot by contacting BHPA at telephone number 281.421.2099 or email at [info@baytownhistory.org](mailto:info@baytownhistory.org).

A completed and signed agreement, along with a nonrefundable rental fee of \$50 per hour and a damage/cleanup deposit of \$150, must be received by BHPA no later than 48 hours before appointment date and time.

Applicant will be financially responsible for all damage caused by their equipment and the people (hereinafter referred to as "Clients") they are taking photos of.

The Applicant agrees to indemnify BHPA and the City of Baytown and to be solely and absolutely liable upon any and all claims, suits and judgments against BHPA, the City of Baytown, and/or the Applicant for personal injuries and property damages arising out of or occurring during the activities of the Applicant, his/her/its employees, Clients, or otherwise. The

Applicant further agrees to comply with all pertinent provisions of Texas laws, rules, and regulations including the City of Baytown's park ordinances.

All events and activities of BHPA will supersede and take priority over photo sessions. The photo sessions must not interfere with other visitors' enjoyment of the Buildings.

BHPA's Buildings are living history museums. The only object allowed on the porches and steps are the Clients that are having their photos made.

No equipment or props (including, but not limited to, tables, chairs, benches, stools, chests, baskets, boxes, etc.) are allowed on the porches or steps.

No backdrops, banners, balloons, or other decorations of any kind may be attached to the Buildings, porches, handrails, or posts in any manner.

No confetti, glitter, sequins, silly string, crayons, or paint of any kind are allowed anywhere on the Buildings, porches, or steps.

No food (including, but not limited to, candy, cakes, cupcakes, and pies) or beverages of any kind are allowed on the porches/decks, steps, posts, and handrails of the buildings.

Applicant agrees to not move any items, including furniture or signage, which may be on the porches.

Children must be supervised and not allowed to play on the Buildings.

I hereby accept and agree to abide by the policies set forth above when taking photos on BHPA's Buildings located at the Republic of Texas Plaza Park, 5117 North Main Street, Baytown, Texas.

Dated this \_\_\_\_\_ date of \_\_\_\_\_, 20\_\_.

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Signature of Applicant/Photographer

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**Do Not Write Below this Line – For BHPA Use Only**

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Authorized Signature

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Date Approved