Dallas County Medical Society Alliance Foundation

Aldredge House Museum Portrait Sittings

5500 Swiss Avenue
Dallas, TX 75214

Portrait fee of $350; Monday through Sunday, excluding holidays.
$50 per half hour extension.

Includes:
Interior and Exterior use of Aldredge House Museum
Primary Suite for dressing room
Two (2) hour use of Aldredge House Museum

Portrait Information

Name _____

Phone number _____ Email _____

Requested: Date_____ and Time _____

Photographer's name _____

Phone Number_____ Email _____

To secure the date,
Full payment and signed agreement must be received.

PORTRAIT FEE IS NON-REFUNDABLE

Payment is by check/money order or Zelle.

Zelle: AldredgeHouse; please notate portrait name and date

Check/money order: make payable to DCMSAF
Send to: Portraits –Aldredge House Museum
5500 Swiss Avenue
Dallas, Texas 75214

Signature _____ Date _____

Dallas County Medical Society Alliance Foundation

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Aldredge House Museum

Aldredge House is registered as a National Historic Landmark, a Recorded Texas Historic Landmark, and a contributing structure of the Swiss Avenue Historic District.

The following policies are in place to protect this historic property.

POLICIES

1. A portrait sitting includes the client, up to 2 family members/friends and the photographer. If more than 2 people are to be photographed, then this will be considered a photo shoot, which has a different set of policies and rental rates. *The exception would be a family portrait sitting or engagement portrait sitting.* Please ask the Aldredge House Museum liaison for more details.
2. You must notify us prior to your portrait session if you will be using an outside vendor, such as a musician, horse and carriage, antique car, etc.
3. Boudoir photography is not allowed at Aldredge House Museum.
4. All floors and carpets must be protected from any moveable equipment.
5. Furnishings of the Aldredge House Museum shall not be taken outside the House or removed from the House.
6. No tacks, staples or tape of any kind may be used on floors, walls, furniture or carpets on the interior or exterior of the House.
7. No rice, confetti, flower petals, birdseed glitter or any other material may be thrown either inside or outside the House.
8. No open flame candles are permitted anywhere in the Aldredge House Museum.
9. Food and drink are **not** permitted upstairs with the exception of water.
10. Smoking is prohibited in the House.
11. Animals are prohibited in the House.
12. **PHOTOGRAPHERS TAKE NOTICE. Clients are not permitted roof access other than in an Emergency evacuation.**

AGREEMENT

I agree to be held solely responsible for any person/persons injured on the premises during or pertaining to the use of Aldredge House Museum for my Portrait. I agree to hold the Dallas County Medical Society Alliance Foundation harmless.

The client will be held liable for any damages to the Aldredge House Museum, its furnishings and/or grounds caused by the client, client's guests or the client's employees. The client will be notified immediately and repair costs will be billed to said client.

I, _____ acknowledge that I have read the policies and have been informed of the responsibilities concerning the rental of Aldredge House Museum and that I do understand them. I agree to abide by these rules and policies.

_____ **Date** _____ _____ **Date** _____

Client **Aldredge House Liaison**