



2001 Delmar Avenue
Granite City, IL 62040

618-452-6238
smrld.org

Tina Hubert
Executive Director

SERVING GRANITE CITY, MITCHELL, AND PONTOON BEACH

Photography and Filming Application

Contact Information

Full Name: _____ Date of application: _____

Company: _____

Address: _____

Website: _____

Phone: _____ Email: _____

Have you previously photographed or filmed at SMRLD? Yes No

If yes, what and when: _____

Scope of Project

Date of shoot: _____ Time/Length of shoot: _____

Please provide a detailed description of the project, including if and how library materials will be utilized, where the content can be publicly viewed, and unique requirements from the library:

Please list the equipment you wish to bring:

I have read the *Photography and Filming Policy* and request to photograph or film in the Six Mile Regional Library District based on full understanding and acceptance of the policy. If this application is approved, I will assume personal responsibility for the discipline and reasonable care of the Library therein during my organization's use of the space in connection with this application. Furthermore, I assert I, or my company, has Liability Insurance and will provide a *Certificate of Liability Insurance* in an amount of no less than \$1,000,000.00.

Applicant's Signature: _____ Date: _____

Please return to adminassist@smrld.org or by mail to Six Mile Regional Library District, 2001 Delmar Avenue, Granite City, IL 62040. Applications must be received at least 5 days prior to date of the event.