Place of Scenic Beauty: Murin-an Photography & Media Policy

Introduction

The Place of Scenic Beauty: Murin-an has a policy for photography and media related activities in the garden. Personnel planning to conduct a photography shoot or other media related shooting sessions, please apply for permission in advance. If this is your first time, please inquire by the Murin-an Administrative Office. contacting Thank you for cooperation.

2. Photography & Media Situations that Require a "Photography & Media Permission Form"

- Photography shoots and sessions with a group of people.
- (2-2)Wedding photography shoots.
- (2-3)Personal photography shoots that uses a model (person who poses for compensation).
- (2-4)Photography or media related activities that lead toward profit or that will be distributed to the general public (this excludes personal distributions).

(Such as commercials for TV, movie filming (for profit), photography shoots for magazine or other publications, photograph or filming shoots for all other distribution purposes, the act of taking a memorial photograph or filming where one or more parties is compensated for his/her work, etc.)

(2-5) Miscellaneous: Any other sessions that the Murin-an Administrative Office feels it is necessary for their staff to accompany the group to protect the property and prevent disruption of other visitors.

* (2-4) (2-5) For these uses please be noted that we may ask you to add the following credit.

" Place of Scenic Beauty: Murin-an"

Japanese: 名勝無鄰菴

Regarding Sessions Accompanied by a Murin-an Staff

In some cases, it may be required to conduct the photography and media related shooting sessions with the accompaniment of a Murin-an staff to ensure the protection of the property and comfort of other visitors. In these situations, please follow the instructions and decisions made by the staff.

Fees and Additional Charges

Photo or filming		
Permission	30,000 yen / Wedding photo 100,000yen	
Garden		
Admission	600 yen × number of people in the group	
Facility Rental	Main Building 2F (Omoya) or Tea House in the garden.	
	Please be informed that there are no refunds (full amount will need to be paid).	
Cancellation	Refund is possible in the rare situation where the Mayor deems fit.	

^{*} If the activity is deemed to be positively contributive towards the following, reduction of the fee may apply: "promotion of Murin-an," "promotive towards Kyoto City tourism," or towards the "promotion of public awareness and/or educational appreciation of cultural assets."

5. Session Time Range

Photography and filming sessions are generally done during Murin-an's operational hours. (Negotiable)

6. Forms to Fill Out & Reference Materials to Send

Please submit the following forms and materials no later than 2 weeks prior to the desired date of use.

- (6-1) Photography & Media Permission Form
- (6-2) Proposal and planning document that clearly states the following: how the garden (and facility) will be used, special notes, and list of materials that will be brought/used.
- (6-3) Reference materials about the photography/media group (such as company pamphlets or webpage print out of the 'about/information' page of the company/organization/group.)
- (6-4) Facility Rental Form (necessary if the session uses the Main Building 2F or be in the Tea House)
- (6-5) Miscellaneous: any additional materials requested by the Murin-an Administrative Office.

7. Activities That Will Not Be Approved

Please be informed that photography and media related to the following reasons will not be approved.

- (7-1) Political or religious activities
- (7-2) Content relating to or involving violent or sexual conduct
- (7-3) Using drones (or other micro aerial vehicles) for photography, filming, etc.
- (7-4) Gang or cult related use
- (7-5) Miscellaneous: activities that are considered to be disruptive to other visitors or activities that are decided to be not complimentary to a scenic cultural heritage site.

8. Responsibilities of the Users

- (8-1) Regarding video photage and images you captured, please contact the Murin-an Administrative Office to seek our approval and confirmation. Please provide data in a proof stage version while both video and sound can be edited. Before it is shown to the public, we may ask you to amend the video or sound if we consider it inappropriate.
- (8-2) Regarding text/script, please contact the Murin-an Administrative Office to seek our approval and confirmation during the proof writing stage. Before it is made open to the public, we may ask you to amend the text/script if we consider it inappropriate.
- (8-3) For both (8-1) and (8-2), please provide a deliverable produced or a copy of it.
- (8-4) Activities that violate the law are strictly prohibited.
- (8-5) Use of fire (such as smoking and lighting candles) is strictly prohibited.
- (8-6) Transfer of the rental permission to another person is prohibited.
- (8-7) Responsibility for returning things to their original condition: For use of a tripod or other equipment, you must perform checks with our staff before and after shooting for any damage to Japanese sliding screens or other items.
- (8-8) Miscellaneous: rental permission can be withdrawn (revoked during the shooting session) by the Administrative Office if the activities of the session do not comply with the preservation of cultural assets or if the activities and/or purpose of the session are not deemed as appropriate.

9. Cancelations by the Murin-an Administrative office

Out of concern for visitor safety, the Murin-an Administrative Office may cancel your reservation

under the following circumstances.

We will contact you in the event that your reservation is canceled.

· An irregular closing scheduled due to a directive by Kyoto City

· A heavy rain or windstorm warning is issued the day before your reservation

· A circumstance other than those above prevents us from guaranteeing your safe visit or guided tour

at Murin-an

In the event that the Murin-an Administrative Office cancels your reservation, any advance payment

received will be returned minus a processing fee.*

*The processing fee for credit card payments is 3.6%, processing fees for bank transfers differ

according to the bank.

Murin-an Administrative Office

Management: Ueyakato Landscape Co., Ltd.

Place of Scenic Beauty: Murin-an Photography & Media Permission Form

							Date:			
Dear Murin-	an Δ	dministrative Of	ffice:							
Dear Murin-	311 A	ammistrative Of	nce.	Annlicant	t Information	Croup Name:				
				Аррпсаті	linormation	•		Signature		
						Representative:		Seal		
						Address:				
						TEL:				
						Person Responsible	e:			
						Affiliation:				
						TEL:				
The following	g is a	completed rea	uest form for p	permission to conduc	ct a photogran	ohv shoot or other me	edia related sho	ooting/filming session.		
	, 									
Session Date	20	(year)	(month)	(Day)(d	ay of week)	TIME::_	:	(military time)		
		Total Number of Accompanying People								
Number of Participants				_			_			
	([☐ Shooting Crew	[# of p	people]	Model	_[# of people]	☐ Other	[# of people])		
Purpose		Photography	☐ Filmin	ıg						
of the	۱,	Murin an madi	a coverage linte	unviouv	ming (rapartin	atrin) or other				
Session	Ľ	Murin-an medi		rview 🗀 Fili	ming (reporting	g trip), or other				
Areas to Shoot/Film		Garden	☐ Main Build	ing (1F)	ain Building (2	F) 🗆 Western	-style Building	☐ Tea House		
Session Summary										
Please	1	Photography & I	——————————————————————————————————————	on Form						
submit forms and		Proposal and planning document (that clearly states the following): how the garden (and facility) will be used, special notes,								
other		and a list of materials and equiptment that will be brought/used in Murin-an.								
materials no later than	3					zation/group)				
2 weeks		(Such as company pamphlets or webpage print out of the 'about/information' page of the company/organization/group.)								
prior to the	4	4 Facility Rental Form (necessary if the session will shoot in/from the Main Building 2F and/or shoot inside the Tea House) _ Miscellaneous: additional materials requested by the Murin-an Administrative Office.								
desired date.	5	Miscellaneous: a	additional mater	rials requested by the	Murin-an Adm	inistrative Office.)		
Session Day	Nar	ne:			Contact:					
Contact	_									
Notes										
☐ I hereby a	gree	e to the terms a	nd conditions	of the "Phtography	& Media Pol	icy" and "Rental Spa	ce Rules & Con	ditions."		
* Polowis f	Or N 4	urin an Admini	ctrative Office	uso only						
* Below is fo	or IVI	urin-an Adminis		use only.						
Permission		ye	n Murin-an Admission	ye	n Rental Space	yer	n Total:	yen		
Fee			, (01/11331011		эрасс					
Notes										
Reception Staff			Accompany Staff				Murin-an	Administrative Office		
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Management: Ueyakato Landscape Co., Ltd.

YYYY/MM/DD

Dear Murin-an Administrative Office:
<u>Consent Form</u>
The way to remark the Discharge where Q. Modie Delign, were union the facilities of Marie and
I agree to comply to the Photography & Media Policy upon using the facilities of Murin-an, a
Place of Scenic Beauty. In addition, I agree to use the facilities with extreme caution to avoid
accidents and/or troubles.
For use of a tripod or other equipment, we will perform checks with your staff before and after
shooting for any damage to Japanese sliding screens or other items.
With respect to any damage to the building, fixtures, furnishings, or accessories not confirmed
before shooting, you shall be responsible for the cost of immediately restoring things to their
original condition or for paying compensation.
Date:
Name

Address:

Signature:

Emergency Contact:_______