



BRIDAL & FAMILY PHOTOGRAPHY APPLICATION FORM

The beautiful grounds and public areas of the Capitol are available for photography use Monday through Friday, 8:00AM until 7:00PM and on Saturdays and Sundays from 8:00AM until 5:00PM. Appointments are available for one hour, on the hour. You are welcome to photograph anywhere on the grounds, but please do not climb over railings or stand on ledges around the exterior of the Capitol. Inside the Capitol, you may use the Rotunda floor, the grand marble staircases, the marble columns, and the open marble balconies for your backdrops.

PLEASE BE AWARE THAT FORMAL PHOTOGRAPHY IS NOT PERMITTED IN THE GOLD ROOM OR OTHER PRIVATE ROOMS WITHIN THE CAPITOL.

Note: Please contact the Capitol Scheduling office at (801) 410-0011 or by email at capitolscheduling@utah.gov **PRIOR** to submitting your application to make sure the time you would like to schedule is available.

Please remember that the Capitol Scheduling Office is **not open** Saturday or Sunday, therefore requests for appointments must be submitted **Monday through Friday** for immediate consideration.

Please provide the following information:

Contact Name: _____

Contact Telephone Number: _____

Contact Email: _____

Name of Photographer: _____

Date of Use: _____ Time of Use (Limited to one hour, beginning on the hour): _____

Note: CPB reserves the right to schedule two photographers in the same hour.

PLEASE SUBMIT APPLICATION BY EMAIL TO CAPITOLSCHEDULING@UTAH.GOV.

You may either scan and email the application, fax the application (801-538-3221) or copy and paste the text of this application into an email body – then fill out the application in your email – to send it electronically.

Payment: A \$10 administration fee is required for photography use of the Capitol. Payment may be made with cash, check, Master Card, Visa, or any type of certified funds. **Payment is due prior to your appointment.** Payment may be made through one of the following methods:

By phone: Credit Card payments may be taken over phone when you call to request your photography appointment. The Scheduling Office number is (801) 410-0011.

In person: You may submit payment to the Capitol Preservation Board Office, located inside the north doors of the Capitol on the 1st floor. Business hours are 8:00AM to 5:00PM Monday through Friday. We are closed on State and Federal holidays.

Enjoy this elegant and unique location!