UNIVERSITY OF SAINT MARY of THE LAKE

2025 Photo Permit Application

Thank you for requesting a photo permit application. Please note that photo permits must be received **at least three weeks prior** to the requested date and that all photo permits must be reviewed and **must be approved** prior to the photoshoot taking place. Please allow enough time for the review and approval process before scheduling your photographer. Any questions about the photo permit process or the photo permit application, please contact 847-970-4886.

RETURN COMPLETED APPLICATION TO:	Conference Center **University of St. Mary of the Lake / Mundelein Seminary** 1000 East Maple Avenue, 300P Mundelein, IL 60060 **Phone:** 847-970-4886 **Email:** conferencecenter@usml.edu
PURPOSE OF THE REQUESTED PHOTO PERMIT (Photo donation fee will be requested of the permit holder depending on the type of photoshoot be conducted.)	
Contact Information for the Permit Holder *(You must be at least 21 years to obtain a permit.)*	_____ ***Your Name*** _____ **Street Address** _____ **City, State Zip Code** _____ **Cell phone** **Email address**
PHOTO DATE REQUESTED	_____
PHOTO TIME REQUESTED (Campus is open daily from Noon to 5:00 p.m. only.)	_____
NAME OF PHOTOGRAPHER:	_____
# of PEOPLE IN THE GROUP	_____

Permit Holder Initials_____

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CAMPUS REGULATIONS	**The permit holder and all in the group of the permit holder understand and agree to adhere to the following campus regulations:** Access and photography in any and all buildings, including those otherwise open to the public, is not permitted. Parents and/or guardians must accompany children under the age of 18 at all times. No water access is permitted including, but not limited to swimming, wading and/or sunbathing. The use of boats or any and all water flotation devices or crafts are not permitted. Picnicking, coolers, blankets, tents, etc. are not permitted. Alcoholic beverages, gambling and wagering are not permitted. Only service animals are permitted on the campus grounds. The use of drones is not permitted. Public parking is only available in the Purple Parking lot or along Principal Avenue in the marked parking spots. Trolleys, buses, and limos are prohibited. Recommended access to campus is through the entrance from Highway 45 and not from Route 176. No photos may be taken on the bridges or in the roadways on campus. All areas of the campus grounds will be respected and kept in excellent condition and all trash will be properly disposed of or taken with upon departure. While exploring outdoor spaces, a sense of sacredness and an atmosphere conducive to prayer and reflection must be observed. All directions of the USML Public Safety officers, USML administrators, and USML signage will be followed at all times.
CANCELLATION CLAUSE	This permit may be canceled for violation of any campus regulations by either the permit holder and/or person within the party of the permit holder.
HOLD HARMLESS AGREEMENT	I, the undersigned understand that the University of St. Mary of the Lake/Mundelein Seminary and/or Archdiocese of Chicago assumes no liability for accidents, injuries, losses, or damages incurred by myself or anyone in my party while on its premises.
SIGNATURE OF THE APPLICANT	
PRINTED NAME OF THE APPLICANT	
DATE OF THE APPLICATION	

Permit Holder Initials_____