



Photo/Video Site Request Form

The Royal Hawaiian, A Luxury Collection Resort - Catering & Event Management Office
Email: Catering.00376@luxurycollection.com | Phone: (808) 931-8830

From (Name): _____ Date: _____

Company: _____

Email: _____ Phone: _____

Name of Wedding Couple: _____

Photographer/Videographer/Company: _____

Requested Date of Photo/Video shoot: _____

Requested Time of Photo/Video shoot: _____
(Please request on the hour, half hour, or quarter hour)

Complimentary (If applicable, please check one):

- Minimum of 4 nights stay at The Royal Hawaiian Resort
Arrival/Departure Dates (Only for Royal Guests): _____
Hotel Confirmation Number (8 or 9 Digit # Required): _____

- Reception or Ceremony at The Royal Hawaiian Resort
Date, Time, & Location of Ceremony/Reception: _____

*Fee Required (If applicable, please check one. You will be contacted by a Catering Sales Manager for payment.):

- Guest at The Royal Hawaiian Resort staying less than 4 nights with no ceremony or reception on property
\$500.00 + tax
- Non-Guest with no ceremony or reception on property
\$1,000.00 + tax

Confirmed By: _____ Date: _____

NOTE: Photographer/Videographer must check in with Security on the day of photo/video shoot and present a copy of this document with signed proof of confirmation/approval. A photographer/videographer badge will be given and must be worn before session is to commence.

*Please refer to the Policy & Procedures form for more detail