



Permit # \_\_\_\_\_

## PHOTOGRAPHY/FILMING PERMIT APPLICATION

Date: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Co. Phone: \_\_\_\_\_  
 Co. Fax: \_\_\_\_\_  
 Prod. Dates: \_\_\_\_\_

Project Title: \_\_\_\_\_  
 Location Mgr.: \_\_\_\_\_  
 Cell #: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Prod. Mgr.: \_\_\_\_\_  
 Cell #: \_\_\_\_\_  
 Other Contact: \_\_\_\_\_  
 Cell #: \_\_\_\_\_

**Prod. Type:**     Still Photography     Commercial     TV-Reality     TV-Periodic     TV-Other     Music Video  
 Documentary     Industrial     Corporate     Feature     Other \_\_\_\_\_

**Total Personnel (cast, crew, etc.):** \_\_\_\_\_    **Total Vehicles/Equipment:** \_\_\_\_\_

-Provide exact number of each item to be used at filming location(s)-

**Vehicle/Equipment Detail:**    **Sm. Vehicles:** \_\_\_\_\_    **Lg. Vehicles:** \_\_\_\_\_    **RVs:** \_\_\_\_\_  
**Generators:** \_\_\_\_\_    **Lifts:** \_\_\_\_\_  
**Other (describe):** \_\_\_\_\_

**Insurance:** See attached Insurance requirement – Permit will not be issued without proper insurance

Insurance Certificate and Endorsement will be submitted by \_\_\_\_\_ am/pm    on \_\_\_\_\_  
 Insurance Certificate and Endorsement attached – Insurance Co. \_\_\_\_\_

**Location Detail:** Please give specific detail about your shoot below (Use provided addendum sheet if more space is needed). You must include the following: 1) property owner(s) name(s); 2) property owner(s) contact information; 3) address of location(s); 4) day(s) and time(s) of prep, film, and strike; 5) a storyboard and/or detail list of filming activity

Date(s)	Time(s)	Details	Prep/Film/Strike

**Traffic:** Will this project require traffic control?  No (skip to Stunts/Special Effects)  Yes (continue)

Road Encroachment Permit attached

Road Encroachment Permit will be submitted by: \_\_\_\_\_ am/pm on \_\_\_\_\_

Section below to be completed by City Permit Staff ONLY

**Police Required:**  Yes  No **Fire Dept. Required:**  Yes  No **City Parks Approval Required:**  Yes  No

**Stunts:** Will this project involve stunts?  No  Yes (continue)

**Weapons:** Will this project involve firing or non-firing weapons?  No  Yes (continue)

**SFX:** Will this project involve SFX/Pyro?  No (if no to all three, skip to Animals)  Yes (continue)

Stunts and Special Effects Worksheet attached

Stunts and Special Effects Worksheet will be submitted by: \_\_\_\_\_ am/pm on \_\_\_\_\_

**Animals:** Will this project require the use of exotic or domestic animals?  No (skip to Aircraft)  Yes (continue)

Animal Stipulations attached

Animal Stipulations will be submitted by: \_\_\_\_\_ am/pm on \_\_\_\_\_

**Aircraft:** Will this project require the use of any aircraft?  No (skip to General Conditions)  Yes (continue)

*See attached Insurance requirement – Permit will not be issued without proper insurance*

Additional Aircraft Insurance attached

Additional Aircraft Insurance will be submitted by: \_\_\_\_\_ am/pm on \_\_\_\_\_

FAA Approval attached

FAA Approval will be submitted by: \_\_\_\_\_ am/pm on \_\_\_\_\_

Section below to be completed by City Permit Staff ONLY

Permit #: \_\_\_\_\_ Approved by: \_\_\_\_\_

Processing Fee: \$ \_\_\_\_\_ Name: \_\_\_\_\_

Road Permit Fee: \$ \_\_\_\_\_ Title: \_\_\_\_\_

Fire Permit Fee: \$ \_\_\_\_\_ Attachments  Road Encroachment Permit

Fire Bond: \$ \_\_\_\_\_  Fire Permit/Weapons Permit (circle one)

Police Fee: \$ \_\_\_\_\_  General Liability Insurance Documents

Police Bond: \$ \_\_\_\_\_  Aircraft Insurance Documents

Other (explain) \$ \_\_\_\_\_  FAA Approval

TOTAL: \$ \_\_\_\_\_  Animal Stipulations

Other Provisions: \_\_\_\_\_  Property Owner Permission Form(s)

\_\_\_\_\_  Neighborhood Notification(s)/Sign-off(s)

\_\_\_\_\_  Other: \_\_\_\_\_

**GENERAL CONDITIONS:**

**Permittee agrees to all the terms and conditions on this permit including provisions listed at the bottom of this form and any attachments.**

Permittee waives all claims against City, its officers, agents, employees, and volunteers, for loss or damage caused by, arising out of, or in any way connected with the exercise of this permit and Permittee agrees to hold harmless, indemnify, and defend City, its officers, agents, employees, and volunteers, from any and all loss, damage, or liability which may be suffered or incurred by City, its officers, agents, employees, and volunteers, caused by, arising out of, or in any way connected with exercise by Permittee of the rights hereby permitted, except those arising out of the sole negligence of the City. City shall have the privilege of inspecting the premises covered by the permit at any and all times. This permit shall not be assigned. City may terminate this permit at any time if Permittee fails to perform any covenant herein contained at the manner herein provided. City agrees it will not unreasonably exercise this right of termination. The parties hereto agree that the Permittee, its officers, agents, employees, and volunteers, in the performance of this permit shall act in an independent capacity and not as officers, agents, employees, and volunteers of the City.

No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto. Permittee agrees to comply with the terms and conditions contained in the attached Exhibit(s), which terms and conditions are by this reference made a part thereof. The Permittee hereby agrees to comply with all the rules and regulations of the facility or institution subject to this permit. Permit must be kept on site at all times. City makes no representation or warranty as to condition of any property or facilities used by Permittee, and it is the responsibility of Permittee to fully inspect all such property and facilities to determine their condition prior to their use, and in going forward, assumes all risks associated with the condition of property or facilities.

**Permittee's Signature:** \_\_\_\_\_ **Representative of:** \_\_\_\_\_

**Permittee's Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_