

**Application for
Film Production Permit**

401 S. Park Avenue
Winter Park Florida 32789
407-599-3600

Filming fees:

Motion pictures:

Application Processing Fee 100.00

Private property (registration of exemption) 25.00

Permit Fees:

Public streets, parks, buildings or city facilities (per day) 500.00

Less than 10 persons or 2 vehicles involved (per day) 50.00

Plus reimbursement of additional costs to the City, if any

Still photography:

Application Processing Fee 50.00

On private property 0.00

Permit Fees:

Public street or public property (per day) 250.00

Less than 10 persons or 2 vehicles involved (per day) (city facilities) 25.00

plus reimbursement of additional costs to the City, if any

Use of City Personnel cost plus 30%

Any person seeking the issuance of a film production permit shall complete this application form and file it with the Cities Code Enforcement Office no less than seven working days and no more than 180 working days before the commencement of film production. The application must be signed under oath, by an authorized representative of the applicant, together with a non-refundable application fee.

Location of film production described by a street address, or if necessary, property description.

Film production dates, including estimates and projections about the possibility of delays and postponements.

Hours of filming, which be consistent with the permit requirements outlined in Section 26-94 (2) (3).

Type of film production.

Proposed use of temporary structures, including a description of each temporary structure, its proposed use and placement, and the dates and duration of each proposed placement.

Number and type of production vehicles and equipment, as well as the number of production crew and other personnel to be on location with the production.

Proposed plan for dealing with sanitation, including disposal of waste and refuse as well as placement of portable toilet facilities.

Necessity for closure of public streets or sidewalks and the proposed dates and necessary duration of such closures.

Neighborhood consents signed by a majority of properties or authorized representatives of any business and residents or occupants of any property located within a 500- foot circumference of each film permit site as well as a signed consent from each neighboring business or residents on the immediate right, left, front and rear of the film production site. The consents shall be informed consents reflecting that the signatory party has been advised of the location, duration, and nature of the film production, including and special effects and the number and type of production vehicles to be used.

Proposed utilization of city equipment and city facilities.

Attachments to be submitted with application:

___ A hold harmless agreement in favor of the city executed by an authorized representative of the applicant.

___ Proof of general liability insurance coverage in the amount of at least \$1,000,000 naming the city as an additional insured.

___ Proof of workers' compensation insurance coverage for each and every employee in any way involved with the film production, as required by the laws of the state.

___ A comprehensive list of special effects to be utilized, the proposed date and site for performance of each special effects or use of explosive devices, accompanied by proof of

\$5,000.00 of liability insurance therefore, naming the city as an additional insured, in addition, list the person in charge (pilot or technician) of special effects, together with his or her qualifications and licenses granted by the applicable federal and state agencies.

Note: 1. The application for a film production permit shall constitute an agreement by the applicant to pay for city personnel expenses and extraordinary services provided by the city, including all repairs, renovations, and landscaping and turf restoration or replacement that are necessitated by the virtue of the production.

2. The application for a film production permit shall constitute a covenant between the applicant and the city, specifying that the applicant will halt or interrupt filming upon instruction from a police officer of the police department. The city covenants not to instruct that film production be halted or interrupted unless in its discretion its perceived that filming shall cause or coincide with interference with traffic movement, disturbance of the peace, destruction of property, violation of law, or a threat to the public peace, health, safety, or welfare of its citizens.

3. Upon issuance of a film production permit, the permittee shall pay to the city the applicable film production permit fees as set forth in section 11 A-8 (a) (1) and (2). The fee is \$500 per day for still photography on public streets, in parks, buildings or other facilities, or with city equipment. The fee for motion picture or television production utilizing public streets, parks, city buildings or other facilities, or city equipment, is also \$500. There is no fee for still photography or motion picture/television production utilizing private property only.

4. Before the City Manager gives final approval, the Director of Parks and Recreation and the Police Chief will be asked to review the application to determine expenses for city personnel, facilities, equipment, and extraordinary services received in connection with a film production.

Applicant's Signature

Name of Film Production Business

Address of Business

Telephone Number of Business

State of Florida

County of _____

Subscribed and sworn to (or affirmed) before me this ____ day of _____, 200__ by _____, personally known to me or has (have) produced _____ as identification.

Notary Public, Commission No. _____

Name typed, printed, stamped _____