

City of Santa Fe Location Filming Permit

(Please fax completed permit along with Indemnification Agreement and On-Location Expenses Forms to (505) 955-6222)

Production Title:

Applicant Name & Title:

Company Address:

Applicant Phone:

Company Phone:

Cell Phone:

E-mail:

Local Address:

Local Phone:

Local Fax:

Production Company:

Address:

Local Phone:

Cell Phone:

E-Mail:

Location Manager:

Telephone:

Cell Phone:

E-Mail:

Production Type:

Feature Film

Television Film

Documentary

Commercial

Music Video

Industrial

Still Photography

Other (please specify)

Specific Location:

Please be as specific as possible. Provide street addresses, building names, floor numbers, cross streets, etc.

Location 1:

Location 2:

Location 3:

Dates/Times of filming:

Location 1:

Date:

Time:

Location 2:

Date:

Time:

Location 3:

Date:

Time:

Briefly describe scenes to be filmed at each location:

Or attach script with clearly marked relevant scenes.

Will City streets be used?

Yes/No

For Filming?

Yes/No

For Parking?

Yes/No

Will streets need to be closed/blocked to traffic?

Yes/No

Date:

Time:

Will parking meters need to be bagged/spaces held?

Yes/No

Date:

Time:

Please list all vehicles (and their sizes) that will be parked in the vicinity of the shoot (equipment trucks, vans, catering vehicles, dressing rooms, buses, generators, crew cars, etc.

Will any of these scenes involve the use of explosives, aircraft, or firearms? If yes please describe:

Will this involve extraordinary noise (over 55 decibels)?

Yes/No

Will there be a permanent or temporary construction in the filming area?

Yes/No

If permanent, please attach City building permit.

Will there be a significant disturbance of terrain or vegetation?

Yes/No

If yes, please describe your plans to restore/reclaim the area:

Will the shoot involve night filming?

Yes/No

Will this require turning off street lights for any length of time?

Yes/No

Will you be using portable toilet facilities?

Yes/No

Have you made arrangements for trash disposal?

Yes/No

Please attach a copy of your general liability insurance coverage in the amount of one million fifty thousand naming the City of Santa Fe as an additional insured.

The Permittee agrees to comply with all applicable laws and to maintain the premises in good condition, and to return said premises to the same condition as before use for this film project. In addition, the Permittee agrees to credit the "City of Santa Fe" where appropriate.

Name: _____

Date: _____