

Application #:
Approved: Yes No
Review Fee \$50
10-32-2000



439 West Utah Ave
(801) 465-5209
amandab@payson.org

Application for Filming

Please submit a completed application with all required documents and permit fee to Payson City, no less than 10 days prior to filming. This application DOES NOT constitute a valid Film Permit until approved by the City.

General Information

Production Title: _____

Applicant Name: _____ Applicant Title: _____

Phone _____ E-mail _____

Production Company: _____

Permanent Address

Address _____ City _____ Zip _____

Phone _____ Email _____

Federal Tax ID Number: _____

Local Address

Address _____ City _____ Zip _____

Phone _____ Email _____

Location Manager Name: _____

Address _____ City _____ Zip _____

Phone _____ Email _____

Secondary Contact _____

Phone _____ Email _____

Film Information

Production Type: (check one)

- | | | | | |
|---|--|--------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Corporate Video | <input type="checkbox"/> Documentary | <input type="checkbox"/> Educational | <input type="checkbox"/> Feature Film |
| <input type="checkbox"/> Music Video | <input type="checkbox"/> Public Service Announcement | <input type="checkbox"/> Reality TV | <input type="checkbox"/> Short Film | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Still Photography | <input type="checkbox"/> TV Movie | <input type="checkbox"/> TV Series | <input type="checkbox"/> Student Project | <input type="checkbox"/> Infomercial |
| <input type="checkbox"/> Television Programming | | | | |
| <input type="checkbox"/> Other _____ | | | | |

Location Details – Please be as specific as possible.

Day of Week/ Month/Date	Location	Schedule (Including Set-Up & Strike)		Expected Participation		
		Start	End	Actors	Crew	Extras

Will you be filming in Historic Main Street? Yes No

If yes, please see additional Historic Main Street filming guidelines.

If this shoot involves night filming, will this require turning off street lights? Yes No

Will you be using portable toilet facilities? Yes No

Have you made arrangements for trash disposal? Yes No

Please contact Debbie Bushnell at (801)465-5217 to coordinate trash disposal.

Will you require the use of a fire hydrant? Yes No

Will you require the pressurized irrigation system to be turned off? Yes No

Will there be a significant disturbance of the terrain or vegetation? Yes No

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

Will City streets be used? Yes No

Will streets need to be closed/blocked to traffic? Yes No

If yes, please provide specific dates and times roads will be closed.

Have you secured barricades for all road closures? Yes No

****City may require permittee to move, remove, replace or change any barricades at City's discretion.****

Special Effects:

Does your production require the use of any special effects? Yes No

Please provide a description of stunts, vehicular stunts, and special effects to be utilized. Especially incendiary or explosive devices, along with the name, phone number, and qualifications of the person in charge of such special effects.

Smoke, fire, explosives, or other pyro:

Firearms:

Imitation snow (please list type(s) and provide MSDS info:

Simulated weapons (describe)

Vehicles (describe)

Falling/jumping from heights (describe)

Animals (describe)

Drive shots (describe)

Other (describe)

Security:

Will you hire private security? Yes No

Private security hired through _____ Contact _____

Parking details & Site information (map(s) required):

Please list all vehicles (and their sizes) that will be parked in the vicinity of the shoot

Please provide a DETAILED map (s), which includes the following information relevant to your production.

- Provide parking map to include parking for all vehicles associated with filming including:
 - Cast
 - Crew
 - Extra's
 - Equipment truck parking
 - Vans
 - Busses
 - "No parking", "loading zones", "emergency parking" or parking with any restrictive definition areas
- Base camp
- Special effects
- Dressing Rooms

- Road closures (include barricade location)
- Catering Location
- Sanitary locations (portable toilet facilities and hand wash stations)
- Garbage receptacles
- Sidewalk closures or intermittent pedestrian control
- The direction of moving vehicles for driving shots
- Other information as requested

Request for City assistance (applicable fees may apply)

Check all that apply and explain:

Use of City buildings (modification, internal use)

Use of City Personnel (parks dept., streets dept., power dept.)

Police (The rate of Payson City police officers is \$75 per hour without a vehicle and \$125 per hour with a vehicle.) The Police Chief has discretion as to the ultimate need for police officers to be present when roads are closed.)

Date	Times	Number of officers

City Property (staging, etc.)

City Equipment (vehicles, machines, etc.)

Other

Private Property

Guidelines

It is the responsibility of the production company to notify all business and residential tenants who will be affected by filming. Permission to use private property must be granted in writing by property owners/landlords/property management companies before filming commences and copies of these letters filed with Payson City.

- Interference with the movement or activities of these owners or residents should be as minimal as possible.
- Permittee agrees to canvass the area impacted by the filming before issuance of film permit. Businesses and residents should be notified, preferably in person, otherwise with flyers.
- Permittee is responsible for working out any conflicts or negative financial aspects. Permittee is to provide the City with a copy of the flyer that is distributed.
- Payson City will have no involvement with and accepts no responsibility for, negotiations with private entities regarding alterations or compensation. Alterations of private commercial property may require the signature of both the business owner and property owner.

Attachments & Additional Information

The following must accompany and are considered a fundamental part of the Film Permit Application

- Certificates of Insurance.
 - Upon submission of its application, the Applicant must provide a certificate of insurance naming the City of Payson as an additional insured on its General Commercial Liability policy with proof of General Commercial Liability insurance with coverage of at least \$2,000,000 combined single limit per occurrence and \$3,000,000 aggregate coverage.
 - Workers Compensation and Employer's Liability Insurance that meets the requirements of the State of Utah with coverage of at least \$1,000,000 per accident.

** Any reduction in coverage must be approved in writing by the City Attorney before the film production permit is issued.

- A copy of the script
- Indemnification and Hold Harmless Agreement
- Code of Conduct (from the Utah Film Commission) read and signed
- Historic Downtown Filming Guidelines read and signed (if filming on Main Street)
- Film Permit guidelines.
- Film Permission/Canvas Form

Damages

Upon completion of filming, all materials and debris shall be entirely removed from the property and left in a condition satisfactory to the City.

By signing below, the applicant, its successors, assigns, and affiliates, agrees to comply with each of the following:

- To pay in full, promptly upon receipt of an invoice, the cost of repair for any and all damage to public property of any kind, resulting from or in connection with, the film production, and to restore such property to the condition it was in immediately prior to the film production.

Furthermore, by signing below, the Applicant, its successors, assigns, and affiliates, affirms and agrees as following:

- That he or she is authorized to sign this Film Production Permit Application.

• That all matters related to the Applicant's film production shall be governed by the laws of the State of Utah and that the Applicant affirmatively consents to Utah jurisdiction.

Applicant's Signature: _____ Date: _____

For office use only

Special instructions to filming company from Payson City:

Bond Required? Yes No Amount: _____

Authorization

After review of this application, the film production permit requested is hereby: Approved Denied for the following reason(s):

Signature: _____ Date: _____

By: _____

Payson City Representative

The signed and approved application shall serve as the applicant's filming permit. Applicant must keep a copy of the approved application while filming on city property.