

Film Permit#:  
Project Name:



439 West Utah Ave  
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## Historic Downtown Filming Guidelines

Welcome to Downtown Payson, Utah. We are proud of our unique city and are flattered that you wish to come here to film your project. The following are guidelines that you will need to follow so that we can all work together. We want your project to go forward, but we must also be able to conduct business in our downtown area. By working through this list, hopefully we can accomplish both.

1. A minimum of 10 days notice must be given to the businesses in the downtown area. A list of the businesses and a contact person can be obtained by contacting the film permit office. Please have as much information as possible available about the production and how it may affect their business.
2. If Main Street is going to be closed to traffic (other than intermittently) during normal business hours, a payment of \$6,000 for each day the road is closed, shall be paid to "Historic Downtown".
3. Businesses *shall* remain accessible at all times (with the exception of intermittent filming takes) and every effort to accommodate foot traffic to each business shall be made.
4. Signs indicating that businesses are "Open for business" *shall* be placed at each end of the sidewalks.
5. A shooting schedule will be provided to the City and to the merchants prior to filming. If shooting schedules need to alter, please notify the downtown merchants and the affected businesses as soon as possible so any problems can be worked out prior to filming.
6. Parking location for crew and cast members must be approved by Payson City. *Parking for crew or cast members will NOT be allowed in the downtown area.*
7. Equipment trucks for loading and unloading need to be parked in such a manner that no business access is blocked completely to the public. We will take into consideration the number of trucks involved and the length and times of the shooting when making the decision for the placement of the equipment trucks.
8. 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.
9. Any filming that is to be done inside buildings in the downtown area will need to be negotiated with each individual business.
10. We understand that many filming companies have their own catering trucks. However, we propose that you use our local businesses for any of your needs during your time here.
11. In the credits at the end of the movie, we would like listed "Historic Downtown Payson, Payson, Utah" for location credit.
12. Any loss of revenue that a business suffers as a direct result of the filming will be negotiated with the film company and the individual business at the end of each day of filming. The business owner will need to show record of revenue from the previous year's same day.
13. Due to the impact of filming on Main Street, donation to "Historic Downtown" is encouraged. A donation made to the Payson City Library would also be appreciated.