



Film And Television Production Permit Application

Contact Information

Production Company	Project Title	Type of Production <i>(i.e. Feature Film, TV Series, Commercial, etc.)</i>
Permanent Company Address		Business Telephone
Name and Title of Location Contact Person	Email	Cell Phone Number
Local Company Address		Alternate Phone Number

Project Information

DeKalb County Filming Locations (Name and Full Address)	
Film Date(s)	Time(s)

Vehicles and Parking

Describe proposed parking staging area including base camp, crew parking and equipment placement. Include all public parking areas to be occupied by production vehicles. Provide a vicinity map.

Insurance: All productions are required to maintain public liability insurance policies for filming on locations within unincorporated DeKalb County. All applications must include proof of insurance for at least the following amount: general liability - \$1,000,000, automotive - \$1,000,000, and worker's comp and employers liability - \$1,000,000.

Amplified Sound

Do you plan to use amplified sound? Yes <input type="checkbox"/> No <input type="checkbox"/>	Type of Sound Equipment to be used
Types of sounds to be amplified	
Start Time of Sound	End Time of Sound

Special Effects

Check all that Apply <input type="checkbox"/> Aerial <input type="checkbox"/> Construction <input type="checkbox"/> Open Campfire <input type="checkbox"/> Tent (Size ___)	<input type="checkbox"/> Animals <input type="checkbox"/> Explosions <input type="checkbox"/> Propane <input type="checkbox"/> Pyrotechnics	<input type="checkbox"/> Candles <input type="checkbox"/> Fire Effects <input type="checkbox"/> Sparks <input type="checkbox"/> Other (Describe):	<input type="checkbox"/> Cooking on Site <input type="checkbox"/> Gunfire <input type="checkbox"/> Stunt
Location(s) of Special Effects		Pyro technician Name and License Number	
Lighting Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, describe _____			

Traffic Engineering (provide vicinity map)

Check All That Apply <input type="checkbox"/> Lane Closure <input type="checkbox"/> Traffic Control Plan		Detail of Closure: <input type="checkbox"/> Full Street Closure <input type="checkbox"/> Sidewalk Closure <input type="checkbox"/> Utility	
Location(s) of Closure			
Date(s) of Closure		Start Time(s)	End Time(s) of Closure

Security Plan

Description of Shoot (provide description)		
Location(s) / Route (if there are any moving components)		
Security Plan Summary (<i>Attach Plan of Action or briefly describe security plan to include, but not limited to crowd control, internal security and venue safety.</i>)		
Number of Police Hired (<i>POST-Certified off-duty law enforcement personnel only</i>)		
Agencies Represented by Off-duty Officers		
Lead Officer's Name		Telephone Number
Traffic Fixed _____ Mobile _____		Crowd Control Fixed _____ Mobile _____
Number of Barricades Required (provided by applicant)		
Additional Private Security? Yes <input type="checkbox"/> No <input type="checkbox"/>	Company Contact Name	Telephone Number

Additional Services Needed

<input type="checkbox"/> County Police <input type="checkbox"/> County Parks	<input type="checkbox"/> Fire Department <input type="checkbox"/> Sanitation / Cleanup	<input type="checkbox"/> Other: _____ _____ _____
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Please provide the following with your permit application:

- Proof of insurance coverage for general liability, automotive liability and worker's comp and employer's liability.
- A security plan, it not thoroughly detailed above.
- A check made payable to DeKalb County in the amount of \$_____ for the general Film and Television Production Permit.
- A check made payable to DeKalb County Park and Recreation Department, if applicable.

Note: A building permit application may be required for construction (*see DeKalb Ordinance Sec 7-30 for permit requirements*).

Terms and Conditions

The applicant must agree to all of the terms and conditions set forth in the permit, including without limitation compliance with the following rules:

1. The undersigned hereby acknowledges responsibility for adherence to all of the terms and conditions hereof as well as all Federal and State laws and DeKalb County ordinances.
2. The undersigned assumes liability for any and all damages occurring as the result or in connection with the undersigned's use of any DeKalb County property.
3. The undersigned acknowledges that DeKalb County assumes no liability for any damages, injuries, or expenses incurred as a result of or in connection with the above described event.
4. The undersigned certifies that the information contained herein and in the application form is true and correct.
5. All applicants must submit a security plan that is approved by the Chief of Police or his/her designee. Based upon the circumstances of the shoot, the applicant may be required to hire off-duty POST-certified police officers as determined and directed by the DeKalb County Police Department based solely upon public safety considerations. These officers must have the jurisdictional authority to enforce County ordinances and State law.
6. Any and all change requests must be received at least one business day prior to the shoot.
7. The applicant must obtain insurance coverage for the shoot.
8. If permission is granted by the County, a written permit will be issued including time, date and location of filming and acceptable activities within the scope of the permit.
9. Fire Marshall's Office shall conduct life safety inspection, fire inspection, and site/structural inspections.
10. Development Services shall inspect all work requiring a permit.

Company Name:

Submitted By:

(Authorized Company Signature)

By:

(Name and Title)

For County Staff Use ONLY

<p>Transportation Review:</p> <p>Name _____</p> <p>Position _____</p>	<p>Date of Review: _____</p> <p>Date Approved _____ Initial _____</p>
<p>Roads and Drainage Review:</p> <p>Name _____</p> <p>Position _____</p>	<p>Date of Review: _____</p> <p>Date Approved _____ Initial _____</p>
<p>Police Review:</p> <p>Name _____</p> <p>Position _____</p>	<p>Date of Review: _____</p> <p>Date Approved _____ Initial _____</p>
<p>Planning and Sustainability Review:</p> <p>Name _____</p> <p>Position _____</p>	<p>Date of Review: _____</p> <p>Date Approved _____ Initial _____</p>
<p>Fire Marshal Review:</p> <p>Name _____</p> <p>Position _____</p>	<p>Date of Review: _____</p> <p>Date Approved _____ Initial _____</p>
<p>Sanitation Review:</p> <p>Name _____</p> <p>Position _____</p>	<p>Date of Review: _____</p> <p>Date Approved _____ Initial _____</p>
<p>Parks and Recreation Review:</p> <p>Name _____</p> <p>Position _____</p>	<p>Date of Review: _____</p> <p>Date Approved _____ Initial _____</p>

INDEMNITY AGREEMENT

The undersigned, in exchange for being permitted to use the streets and public places of DeKalb County for commercial purpose, and for the issuance of a license for such purposes, does hereby indemnify and agree to hold harmless DeKalb County, its Officers, Agents and Employees against any and all loss, damage, costs and expenses, including but not limited to, attorney's fees and court costs that they may incur in litigation resulting from the activities of the undersigned, and the undersigned agrees to pay and discharge forthwith and on demand each and every debt, obligation or claim which may validly be asserted against DeKalb County, its Agents, Officers and Employees.

Dated this ____ day of _____, 20__.

Signature

Printed Name

Production Company Name