

# MOTION PHOTOGRAPHY PRODUCTION PERMIT ORANGE, SEMINOLE, LAKE AND OSCEOLA COUNTIES

Today's Date \_\_\_\_\_

PRODUCTION COMPANY/APPLICANT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

REPRESENTATIVE NAME & TITLE \_\_\_\_\_

ON-SITE PRODUCTION COORDINATOR \_\_\_\_\_

ON-SITE PHONE/CELL \_\_\_\_\_

PROJECT TITLE \_\_\_\_\_

Budget _____	Total Cast (local hires) _____
Total Crew (local hires) _____	Total Room Nights _____
Production Days - Prep to wrap _____	

- Feature Film   
  Independent Film   
  Commercial   
  PSA   
  Web Series   
  Music Video  
 Student Project   
  Documentary   
  TV Series/Pilot   
  Other \_\_\_\_\_

***If there is not enough space below, attach a separate sheet of paper with the required information\****

Production Location	Dates & Times -- Rain Dates & Times

**PLEASE EMAIL COMPLETED PERMIT TO Lindsey Fuller: [lindsey@filmorlando.com](mailto:lindsey@filmorlando.com)  
or FAX ATTENTION FILM OFFICE: 407.425.6428.**

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**PRODUCTION SCHEDULE:** include all relevant information such as production activity, number of cast and crew involved, number of production vehicles at location, any temporary structures, etc.

**CITY, COUNTY OR STATE SERVICES:** describe any additional personnel, facilities, or property assistance needed. For example - police escort, restroom use, extended hours, etc.

**SPECIAL EFFECTS:** Check any applicable categories below and include an explanation detailing the activity.

Stunts	Explosives	Firearms	Fireworks	Incendiary Devices	Other
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Explain:

**TRAFFIC CONTROL AND PARKING:** Describe all traffic control and parking arrangements necessary. When requesting parking, road closures or intermittent traffic control, a map of the impacted area must be included.

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## APPLICANT'S CERTIFICATION

The applicant agrees to abide by the provisions of the City/County/State Codes pertaining to Motion Photography Production, as represented by this permit and any attachments. In addition, the applicant agrees to restore location production sites to the condition existing immediately prior to production. This permit is to be in possession of the production company at all times while on location and must be presented upon demand by any City/County/State authorized agent. The person whose signature appears below certifies that he/she is an authorized agent of the applicant and is duly authorized on the applicant's behalf to execute this application.

## INDEMNIFICATION

The applicant indemnifies and holds harmless the City/County/State, named as \_\_\_\_\_, its officers and employees, from and against all claims, damages, losses and expenses, including reasonable attorney's fees, arising out of or resulting from the acts or omissions of applicant, its contractors, subcontractors, their employees, agents or servants, during the filming and all activities associated therewith for which this application is filed, including the use of any city owned property.

## INSURANCE CERTIFICATE

An Insurance Certificate additionally insuring \_\_\_\_\_, as the Certificate Holder, in the amount of no less than \$1,000,000 or \$5,000,000 in the case of explosives/stunts, must be attached to this application.

**APPLICANT SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**NAME & TITLE (PRINT)** \_\_\_\_\_

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Notary Public \_\_\_\_\_ My commission expires \_\_\_\_\_

## AUTHORIZATION FOR PERMIT APPROVAL FOR FILM OFFICE ONLY

POLICE/SHERIFF'S DEPT. \_\_\_\_\_ DATE \_\_\_\_\_

FIRE DEPT. \_\_\_\_\_ DATE \_\_\_\_\_

RISK MANAGEMENT \_\_\_\_\_ DATE \_\_\_\_\_

TRAFFIC & ENGINEERING \_\_\_\_\_ DATE \_\_\_\_\_

PARKS/RECREATION DEPT. \_\_\_\_\_ DATE \_\_\_\_\_

PARKING/METERS DEPT. \_\_\_\_\_ DATE \_\_\_\_\_

CODE ENFORCEMENT \_\_\_\_\_ DATE \_\_\_\_\_

CITY/COUNTY DESIGNEE \_\_\_\_\_ DATE \_\_\_\_\_

# **MOTION PHOTOGRAPHY PRODUCTION PERMIT ORANGE, SEMINOLE, LAKE AND OSCEOLA COUNTIES**

## ***REQUIRED DOCUMENTS TO BE INCLUDED WITH THE PERMIT APPLICATION***

### **Neighborhood Letter**

If filming at a residence, please attach a letter to be distributed to surrounding neighbors within a 500 ft. circumference, as well as signed consent from properties on the immediate left, right, front and back.

### **Business Letter**

If filming at a business, please attach a letter to be distributed to surrounding businesses within a 500 ft. circumference, as well as signed consent from businesses on the immediate left, right, front and back.

### **Map**

If filming at a residence/business where you will be parking your production/crew vehicles on the street, please include a map that indicates where everyone will park.

Also, if filming at a park, please include a map that indicates where you will be filming on park property.

### **Certificate of Insurance**

All filming in the Metro Orlando region requires applicants to produce a certificate of insurance additionally insuring the city/county of your filming jurisdiction. Details are subject to each jurisdiction and will be provided to you by the Metro Orlando Film Commission upon application submission.