

CITY OF PIEDMONT FILMING PERMIT

Welcome to Piedmont! The City of Piedmont has a permitting process for filming. Our process is modeled after the suggested format of the California Film Commission. Attached are the guidelines for filming as well as all applications necessary to apply for a permit.

The City of Piedmont would like to help in any way we can to accommodate your filming needs, but ask that you keep in mind that the City of Piedmont is primarily a residential community. **To ensure that our residents are given adequate notice of filming activity, there is a ten-day notification period associated with the request for a permit. *Applications must be submitted at least 5 business days in advance of the desired date of neighbor notification.***

The filming coordinator for the City of Piedmont can be reached by telephone at (510) 420-3050 or by mail at 120 Vista Avenue, Piedmont, CA 94611. Please do not hesitate to call if you have any questions regarding the filming permit process or the community.

Thank you for selecting our community. We look forward to working with you!

FILMING PERMIT CHECKLIST

Listed below are the items that must be submitted in order to obtain a Filming Permit

- _____ Filming Permit Application and Fee (\$1,360 - still photography; \$1,630 - commercial video; \$2,035 - motion picture video)
- _____ City of Piedmont Business License and Fee (\$500 per day +\$1 State Disability Access Programs Fee)
- _____ Copy of Insurance
- _____ Indemnification Agreement
- _____ Completed Neighborhood Notification Form and Affidavit of Service
(Please note: There is a ten-day notice period associated with filming permits)
- _____ Special Use of Street Permit
- _____ Parking Plan

CITY OF PIEDMONT FILMING PERMIT

Department of Public Works
120 Vista Avenue
Piedmont, CA 94611

Phone: 510-420-3050
Fax: 510-658-3167

Name of Film/Project _____

Filming Location _____

Filming Date(s) _____

Alternate Filming Date(s) _____

Hours (time of arrival at site through departure) _____

Activities _____

Approximate Number of Participants (cast and crew) _____

Please Indicate the Type and Number of Vehicles and Other Equipment

Number	Type of Vehicle	Approx. Length of Vehicle (ft)	Overnight Parking (Y/N)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Request for Special Assistance

- Traffic Control
- Street Closure
- Emergency Services

Please indicate any other special assistance you may need _____

APPLICANT DATA

Applicant _____
Business Name _____
Address _____
Mailing Address (if different from above) _____
Telephone Number _____ Fax Number _____

Location Manager

Please indicate the name of the person in charge of the location and responsible for applicant's and applicant's employees' conduct:

Name _____
Address _____
Telephone Number _____ Fax Number _____

Emergency Notification

Please indicate at least two persons to be contacted in the event of emergency situations which might alter the conditions of the film permit

Name _____
*Address _____
24-hour phone number _____ Fax Number _____
**At least one contact person must be located within 25 miles of the City of Piedmont*

Name _____
Address _____
24-hour phone number _____ Fax Number _____

APPLICANT SIGNATURE

Signature of Applicant/
*Principal Officer
Date _____

Principal Officer
Date _____

**If the applicant is a corporation, the application shall be signed by the two principal officers of the corporation.*

PROPERTY OWNER

Please complete if the proposed filming or taping involves the use of private property

Name of Property Owner _____

Property Owner=s Address (if different from above): _____

Property Owner=s Phone Number _____ Fax Number _____

I grant permission to _____ to use my property located at _____, Piedmont, California for the purpose of filming or other activities as indicated on this permit.

Signature of Property Owner

Date

NON-PROFIT ORGANIZATION

The proposed filming or videotaping for motion picture or television production is conducted by a nonprofit organization which qualifies under Section 501(c)(3) of the Internal Revenue Code or Section 23701 of the California Revenue and Taxation Code as a charitable organization, and no person, directly or indirectly, receives a profit from the marketing or production of the film or tape or from showing the film, tapes or photos.

Please attach reasonable proof thereof.

SIGNATURE OF APPLICANT

DATE

INDEMNIFICATION AGREEMENT

This agreement is made and entered into as of this _____ day of _____, 20___, by and between the CITY OF PIEDMONT, (hereinafter referred to as ACITY@) and _____ (hereinafter referred to as AAPPLICANT@) in connection with the application by Applicant to City for the issuance of a filming permit.

As a condition to the issuance of such filming permit by City, Applicant agrees to defend, indemnify and hold the City harmless from and against any and all losses, liability, claims, action, causes of action, suits, judgments, settlements, costs or expenses (including but not limited to attorney fees as approved by a court, and responsible investigative, discovery, and court costs,) involving injuries to or death of any person, including injury to Applicant’s employees or damage to property, including but not limited to any property of permittee or City occurring on or about the filming area, and all claims which arise from or are connected with the negligent performance of or failure to perform work or other obligations of this agreement, or are caused by the negligent acts of the City, its Council Members, officers, agents, or employees, except such injury, death or damage as is caused by or arises out of or is in any way connected with the following: City’s sole negligence or willful misconduct, but not from City=s mere comparative or contributory negligence; and all expenses of investigating and defending against same.

Signature

Date

NOTICE OF INTENT FOR FILMING

The purpose of this form is to notify adjacent property owners of an application for a filming permit in the City of Piedmont.

Company: _____

Contact Person: _____

Telephone No.: _____

Filming Location: _____

Proposed Dates: _____

Proposed Hours: _____

(includes arrival through departure)

Description of Proposed Activities: _____

Date of This Notice: _____

Delivered By: _____ or mailed by _____

signature

signature

This notice will **not** be followed by a notice from the City. If you have any questions regarding the permit or this notice, please contact the City of Piedmont at 510-420-3050 between the hours of 8:30 am to noon and 1:00 pm to 5:00 pm, Monday through Friday, or by mail at Department of Public Works, City of Piedmont, 120 Vista Avenue, Piedmont CA 94611.

For Staff Use Only
Department Recommendations

Fire Department:

Public Works Department:

Police Department:

Finance Department:

Cost for overtime personnel: _____

Filming Location

Date(s) of Filming

For Staff Use Only

ACTION OF THE CITY ADMINISTRATOR

APPLICATION IS HEREBY: _____APPROVED
 _____APPROVED WITH CONDITIONS NOTED
 _____DENIED

SPECIAL CONDITIONS:

City Administrator

Date

Filming Location

Date(s) of Filming