

Permit No. \_\_\_\_\_

Issue Date \_\_\_\_\_

Expiration \_\_\_\_\_



**FILM AND PHOTO APPLICATION**

City of Prescott  
201 S. Cortez St.  
Prescott, Arizona 86303  
928-777-1204 Fax 928-777-1255



**Explain your project:**

Type of Production: \_\_\_\_\_

Dates and Times of Filming: \_\_\_\_\_

Requested Locations: \_\_\_\_\_

**City Services Needed:**

Location Assistance: \_\_\_\_\_

Police: \_\_\_\_\_

Fire: \_\_\_\_\_

Lodging: \_\_\_\_\_

Catering: \_\_\_\_\_

Parking Requirements: \_\_\_\_\_

Street Closure: \_\_\_\_\_

City Services: \_\_\_\_\_

**FEES**

Photo Shoot – No City Services	\$25.00
Photo Shoot – City Services Required	\$50.00
Television	\$100.00
Movie Shoots	\$200.00

Additional Fees may apply for City Parks, Downtown shoots or specific locations. Off-Duty Officers \$36.00/hour (as of 11-25-06: subject to change) .

All company checks for film permitting should be made out to the City of Prescott and sent to the attention of the Film Commission office at the City of Prescott. Checks should be received one week prior to filming and must be accompanied by proof of insurance. The City of Prescott should be listed as the insured party. Each location may require additional insurance depending on the location responsibility.

A confidential reporting of dollars spent in the Prescott area is requested for reporting purposes.

FILM AND PHOTO PERMIT

A revocable license is granted to:

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Representative

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Insurance Carrier

\_\_\_\_\_  
Address

for the use of property within the city limits, as herein described in connection with the filming, taping or photographing of a production known as

\_\_\_\_\_

Use of city facilities as a location site must be cleared through the Film Commissioner's Office prior to filming. Locations, including city-owned locations, to be used are:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This license is issued based on the above production description and is **subject to the conditions attached**. The permit is valid for \_\_\_\_\_ days from the date of issuance. The permit may be extended upon request and receipt of the Film Commissioner's Office approval. It may also be revoked by the Film Commissioner or an authorized representative in the event of noncompliance or misrepresentation.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

APPROVED:

Permittee:

\_\_\_\_\_  
Prescott Film Commissioner

\_\_\_\_\_  
Authorized Signer

1. **Compliance with Law.** Permittee shall obey all City Ordinances, rules and the guidance of City supervisory employees pertaining to the use of City property, including the location and storage of vehicles and equipment, crowd control, and the restoration of premises to their original condition after use for filming purposes.

2. **Location Approval.** Permittee shall confine its activities to the locations and time schedules approved by the Film Commissioner's Office and shall make arrangements through that office for traffic control satisfactory to the Police Department prior to filming on City streets and in other public areas.

3. **Commercial Use of City Logo.** Use of the City of Prescott logo is prohibited unless written approval is granted by the City Manager.

4. **Indemnity.** Permittee does hereby covenant and agree to indemnify and hold harmless the City from any and all loss, cost, damages, and expenses of any kind, including attorney's fees, on account of personal injury or property damage resulting from any activity of Permittee on municipal property or in connection with the use of municipal property.

5. **Liability Insurance.** In no way limiting the indemnity agreement above, Permittee will furnish City with a Certificate of Liability Insurance acceptable to its legal Department showing combined single limit coverage for bodily injury and property damage, or the equivalent of such coverage, not less than \$1 million. The City, including its officials, employees, and agents, shall be named an additional insured in the Liability Policy. Contractual liability coverage insuring the obligations of this agreement also is required. The insurance may not be canceled or substantially modified without 10 days written notice to the City Clerk.

6. **Security for Costs.** Permittee shall reimburse the City for costs incurred in the use of City equipment and assignment of city employees to duty in connection with filming activities. A schedule of expected costs shall be prepared by the Film Commissioner's Office after identification of the municipal sites to be used for filming. Permittee shall post a cash bond as a refundable deposit against such estimated costs when requested to do so.

7. **Relationship of Parties.** Neither permittee, or its agents, employees, servants, or helpers, shall be or deemed to be, the employee, agent, or servant of the city. None of the benefits provided by the City to its employees, including, but not limited to medical insurance, compensation insurance, and unemployment insurance, are available to permittee, or its employees, agents, servants, or helpers.

8. **Special Events.** Except as provided in Paragraphs 6 and 9, no fees shall be charged for use of city property. Permittee shall not conduct any event on city property intended to attract or entertain the public or charge fees to spectators without the express written approval of the Film Commissioner.

9. **Limitations.** Additional permits are required for use of revenue producing facilities of the City and entry upon areas subject to special security requirements, such as the municipal airport. Use of such facilities and areas may be further conditioned upon provision of additional insurance coverages, written assurances of compliance with security requirements and other requirements.

10. **Appointment of Agent.** Permittee shall designate a local agent to sign this license who shall have the authority to represent permittee in all matters relating to exercise of the privileges herein granted and who shall be responsible for compliance with these conditions.

11. **Off-Duty City Personnel** When permittee finds it necessary to hire full-time OFF-DUTY City employees to work under this permit, all such employees shall be hired for a minimum time period of four (4) hours a day. When off-duty city employees are authorized to provide, or are providing, City equipment, their work hours shall include time spent going from the pick-up location of the equipment to the production site and the return trip. It is expressly understood that all off-duty City employees working for the permittee are, during such work periods, employees of the permittee and NOT of the City of Prescott.