



**Prescott Film Office**  
**201 S. Cortez St., Prescott, AZ 86303**  
**(928) 777-1204**



Thank you for your interest in the City of Prescott as a location for your production. Prescott offers a variety of locations and looks, from high desert, forested lakes, winding country roads, traditional downtown courthouse square, to historic locations and buildings.

It is our pleasure to assist you with your needs. In addition to working to make your project a success, we offer free scouting services, streamlined permitting, and coordination of City departments to make your project a success.

### **FREQUENTLY ASKED QUESTIONS**

#### **How do I know if my project requires a permit?**

Please contact the Film Office to advise of the activity and determine whether or not a permit is necessary. Projects that take place on public property (i.e., sidewalks, streets, lakes and parks) within the City of Prescott require a permit. If you are uncertain, please call the Film Office and we can assist you.

#### **How far in advance must I submit my permit application?**

The more time we have, the better we can assist you. Please call the Film Office as soon as you know you will be working in Prescott. Some locations require reservations or other advance arrangements.

#### **My project is for a non-profit group. Do I have to pay a fee?**

Upon written request, application fees may be reduced or waived at the discretion of the Film Commissioner. Proof of non-profit status may be required. A certificate of insurance is required for all projects.

#### **I am a film student working on a school project. Do I have to pay a fee?**

Upon written request, application fees may be reduced or waived at the discretion of the Film Commissioner. Proof of student status may be required. A certificate of insurance is required for all projects.

#### **What is a Certificate of Insurance and who needs one?**

A Certificate of Insurance is a document issued by an insurance company that shows insurance coverage exists, as well as types and limits. ALL applicants are required to provide this document.

#### **Is special permission necessary for filming on the downtown Courthouse Plaza?**

The Courthouse Plaza is one of the most requested locations for filming. Special restrictions apply to this location. Please contact the Film Office for details.

For all other questions, please call the Film Office for assistance.