



Identification and Location Information

Film/Video Location Requests

2950 Peralta Oaks Court, Oakland, CA 94605

Tel: 510/544-2200 Fax: 510/635-3478

Date: _____

1. Company Name: _____

2. Address: _____

3. Telephone: _____ Fax: _____

4. Representative/Title: _____

5. Type of Production: _____

Feature Film Still Photography TV Series/Movie/Pilot

Documentary/Educational Video TV Commercial

Other (specify): _____

6. Title or Product: _____

7. Producer: _____

8. Director: _____

9. Production Manager (UPM): _____

10. First Assistant Director: _____

11. Location Manager _____

12. Name of Talent _____

13. Number in cast: _____

14. Estimated Budget: \$ _____ 15. Police services required?

Check #: _____ Check Amount: _____

For Office Use Only		
Agreed: _____	Shoot Days	Expires:



16. Park District services requested other than police:
- Park Ranger Lifeguard Naturalist
 - Signage Meeting Facility Picnic Facility
 - Camping Facility Swimming Pool Amplified Sound Permit
 - Caterer Vehicle Access Permit Interactive Play Equipment Permit

17. Insurance Submitted/Policy # _____

18. Neighborhood advisory notice required at listed locations: _____

19. Type of vehicles and trucks used for production: (Indicate size or length of each, 5 tons, 10 tons):

-
- Camera Truck Honeywagon Production Van Caterer
 - Grip/Electric Wardrobe Generator Motor Home
 - Effects Maxi Van Sets Dressing/Props
 - Other: _____

20. Posting # (Please attach diagram) _____

21. Summarized Scenes: _____

22: Use Agreement fees per day:

\$1,250 full day of filming/videotaping	\$750/halfday	\$165/hour
\$9/day vehicle parking	\$25/day park personnel wages	
\$9/day animals used	\$30/day set erection	



FILM PERMIT

Brenda Montano, Film Coordinator
East Bay Regional Park District Film Office
2950 Peralta Oaks Court Oakland, CA 94605
Telephone (510) 544-2200 Fax (510)635-3478
E-mail bmontano(@)ebparks.org

Project Title:

Permit ID:

Project Type:

Issue Date:

Exp. Date

Production Company Office:

Local Production Office:

Phone: _____

Local Phone: _____

Fax: _____

Local Fax: _____

Producer: _____

Director: _____

Loc Manager: _____

L.M. Telephone: _____

Cell Phone: _____

Crew#:

Cast#:

Police Services:

Traffic Control:

Parking:

Location: Date: Start Time: End Time: Int/Ext

_____/_____
Carol McArthur-Johnson / _____ Date
Community Relations Manager

_____/_____
Risk Department / _____ Date



FILM PERMIT POLICY

The current fees for a commercial permit are as follows:

\$1,250 for a full day of filming, \$750 for a half-day or \$165 per hour. Other fees can include:

\$25/hour for park staff wages
\$9/hour for vehicle parking
\$9/hour for any animals that may be used
\$30/hour for set erection

Film fees are subject to change. East Bay Regional Park District Film Permits are processed and issued by the Public Affairs Department and are subject to review by the Community Relations Manager and the Risk Department.

All fees must be paid prior to the filming itself.

A commercial permit is used for filming, photography, or videotaping of print ads, commercials, movies, videos and the like.

The fee for individual photography permits is \$100. The permit is good for 12 months from the issue date.

Student permits – A fee waiver may be requested for student photography permits. Fee waivers are granted at the discretion of the Community Relations Manager and/or Film Coordinator. Proof of Liability Insurance is required.

Rev: 3/27/03

CONDITIONS

1. This permit is not transferable and is revocable at any time at the will of the District.
2. Permittee shall not make any alterations on the landscape nor erect any structures nor interfere with any normal public use of the parks.
3. All federal, state, local and District laws and regulations shall be complied with by Permittee.
4. Special additional permission shall be required for photographers wishing to access to areas normally closed to the visiting public except that oral approval can be given for such access to a photographer engaged in bona fide newsgathering activities.
5. For advertising photography, special additional approval must be given by the District Board for any implied or stated endorsement.
6. As a condition of issuance of a limited commercial photography permit, the East Bay Regional Park District requires that the applicant deliver to the District suitable evidence (preferably in the form of an insurance certificate issued by the applicant's insurance carriers or brokers) showing that the following kinds of insurance are in force and will remain in force during the period of the permit. It is suggested that each applicant show the document to its insurance agent or broker and ask him or her to deliver to the District the required data and certificates.

The District requires that the applicant have in force comprehensive general liability insurance applicable to all operations (including the use of owned and non-owned motor vehicles and contractual liability insuring the indemnity of this agreement), providing bodily injury liability limits of at least \$2,000,000 per person and \$2,000,000 for each occurrence and a property damage liability limit of at least \$1,000,000 for each occurrence. Such insurance shall be endorsed to provide that with respect to coverage afforded on behalf of District such coverage shall be primary insurance and other insurance available to District under any other policies shall be excess over the insurance required hereby.

7. Nothing on this permit may be changed without approval. Permittee must have this permit in possession when taking pictures in the District parks and must present it to EBRPD employees when requested.

Return completed application along with the fee to:

East Bay Regional Park District
Attn: Public Affairs Department
P.O. Box 5381
Oakland, CA 94605-0381