

Email Permit: permits@palmspringsfilm.com

Contact: [\(760\) 861-1182](tel:(760)861-1182)

PERMIT CHECKLIST

Working Title: _____

Film / Photo Permit Application

Certificate of Liability Insurance

Proof of Worker's Compensation

Permission to Use Private Property for Filming [download](#)

Neighborhood Notification Letter

Map

COVID-19 Workplace Checklist - signed [download](#)

COVID-19 Workspace Guidance - signed [download](#)

COVID-19 Safety Officer - Proof of Certification

Encroachment Permit [download](#)

Palm Springs Police Department Order

Other _____

Submitted by

Phone Number



PHOTOGRAPHY / FILMING PERMIT APPLICATION

Date: _____ City/Cnty Considering Permit: _____
 Company: _____ Project Title: _____
 Address: _____ Location Manager: _____
 Phone _____

Production Manager: _____
 Co. Phone: _____ Phone: _____
 Co. FAX: _____ Other Contact: _____

Production Dates (To be covered by this permit.): _____

1. Production Type: Still Photography/Complete permit items 1-5 only. TV Commercial TV Movie
 TV Episodic Feature Film Music Video Corporate Video Other: _____

2. Total Personnel: _____ Total Vehicles/Equipment: _____

3. Equipment Detail (Supply exact number of each item to be used at filming location(s).): Generators: _____ Cars: _____ Trucks: _____ Rvs: _____ Other: _____

4. Insurance: Before a film permit is issued, a certificate of insurance must be submitted. Insurance certificate must be issued by insurance underwriters "admitted" by the California Insurance Commission and rated 'A' or 'B+' by Best's Key Rating Guide. Requirements are:

- Minimum \$1,000,000 General Liability Limit.
- Proof of Workman's Compensation.
- \$10,000,000 Aircraft Liability When Applicable.
- Appropriate City and/or County Named as Additional Insured.
- Appropriate City/County Employees Named as Additional Insured.

 Insurance Certificate Attached. Insurance Certificate will be submitted by time _____ and date _____.
 Insurance Certificate On File. Insurance Certificate Not Available.

Insurance Company: _____ Expiration Date: _____

5. Location Shoot Specifics: Please give specifics about your shoot below, attach sheets if more space is needed. You must include the name(s) of property owner(s), address(es), nearest cross streets and telephone number(s) of the filming location(s). Also describe all scene(s) to be filmed (including animals, pyrotechnics and stunts).

Date	Time	Location and Activity	P/F/S*

* Prep/Film/Strike

Boxed section to be completed by City/County Permit Staff for Still Photography Permits only.

6. Property Owner Permission Required: Yes No 8. Police Required: Yes No
 7. Road Encroachment Permit Required: Yes No 9. Fire Required: Yes No



10. Traffic: If filming is planned on City/County street(s) and or City/County property, please submit a site plan showing location(s) of cast, crew, vehicle(s) and the route to be traveled in order to film a scene.

Site Plan Attached. Site plan will be submitted by time _____ and date _____. Site Plan Not Available.

Describe your plan for controlling traffic, (i.e. personnel and devices to direct traffic): _____

If filming is to take place on City/County streets, please describe planned arrangements for temporary restrooms and removal of refuse generated by your production: _____

11. Stunts/Special Effects: If your project will involve stunts or special effects, please provide detailed information about the specifics planned: _____

Pyrotechnics Specifics: _____

Pyrotechnician: _____ License #: _____

Hazardous Materials to be used: _____

Wild Animals to be used: _____

12. Aerial Stunts/Elements: Please detail any aerial stunts, helicopter landings, hot-air balloons, etc. to be utilized in your shoot.: _____

Boxed section below to be completed by issuing agency.

Permit # Granted: _____		City/Agency Issuing Permit: _____	
Approved by: _____		Title: _____	
Application Fee: \$ _____		Location Fee (_____ days x \$ _____/day): \$ _____	
TOTAL DUE: \$ _____			
Conditions of Approval: _____			
Special Approvals/Permits Required:			
<input type="checkbox"/> No Special Approvals/Permits Required	<input type="checkbox"/> Road Encroachment Permit		
<input type="checkbox"/> Police Department Approval	<input type="checkbox"/> Fire Department Approval		
<input type="checkbox"/> FAA Approval	<input type="checkbox"/> Property Owner		
<input type="checkbox"/> PM-10 Permit	<input type="checkbox"/> Homeowner Association		
	<input type="checkbox"/> Cal/OSHA COVID-19 checklist		
Attachments: _____			
Other provisions: _____			
This permit will be effective _____		through _____	
(Date & Time)		(Date & Time)	

Permittee agrees to all the terms and conditions of this permit including provisions listed at the bottom of this form and any attachments.

Applicant's Name: _____ Representative of: _____
(Company Name)

Permittee waives all claims against City/County, its officers, agents and employees, for loss or damage caused by, arising out of or in any way connected with the exercise of this permit and permittee agrees to hold harmless, indemnify and defend City/County, its officers, agents and employees, from any and all loss, damage or liability which may be suffered or incurred by City/County, its officers, agents and employees caused by, arising out of or in any way connected with exercise by permittee of the rights hereby permitted, except those arising out of the sole negligence of City/County. • City/County shall have the privilege if inspecting the premises covered by the permit at any or all times. • This permit shall not be assigned. • City/County may terminate this permit at any time if permittee fails to perform any covenant herein contained at the time and in the manner herein provided. City/County agrees it will not unreasonably exercise this right of termination. • The parties hereto agree that the permittee, its officers, agents and employees, in the performance of this permit shall act in an independent capacity and not as officers, employees or agents of the City/County. • No alteration of variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto. • Permittee agrees to comply with the terms and conditions contained in the attached Exhibit(s), which terms and conditions are by this reference made a part thereof. • The permittee hereby agrees to comply with all the rules and regulations of the facility or institution subject to this permit. • Permit must be kept on site at all times. • City/County make no representation or warranty as to condition of any property or facilities used by permittee, and it is the responsibility of permittee to fully inspect all such property and facilities to determine their condition prior to their use, and in going forward, assumes all risks associated with the condition of property or facilities.