



City of Crescent City Film/Photography Permit

377 J Street Crescent City, CA 95531
 Phone: 707-464-7483 Fax: 707-465-4405

Permit #	Date:	Co-Agency:	Permit Type:
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Company:	
Name:	Phone:
Address:	Fax:
	E-mail:

Project:

Title:

Type:

Personnel:	Phone:	Mobile phone:	Fax:
Producer:			
Director:			
Contact:			
PermitSrv.Co:			

Insurance: **Insurance Exp. Date:**

Location 1:

Description:
Counties:

Shoot Dates and Times:

Prep:	Shoot:	Strike:
Hours:	Hours:	Hours:

Vehicles	Personnel	Montiors
Cast/Crew: _____	Cast/Crew: _____	CHP: ___ State Dept: ___
Trucks/Trailers: _____	Extras: _____	FSO: ___ Rangers: ___
Cranes: _____		FSA: ___ CalTrans: ___
Generator: _____		Others: ___ State Dept: ___
Picture Cars: _____		
Other: _____		

Activity 1:

Description:
Start Date: End Date:

Approvals:

Department Approval By: _____ Date: _____

- For use of City Property/ Facilities/ Right of Way/ Road Closures/ ETC

City of Crescent City
Photography/Motion Picture Permit Application Instructions

The City of Crescent City Film Permits are issued from the City Manager's Office located at 377 J Street in Crescent City, California (707) 464-7483.

These instructions correspond to the items listed on the Photography/Motion Picture Permit Application. Please type or print the requested information. Be as clear, concise and complete as possible.

Company/Telephone #'s: List the insured company's name and address, which is not necessarily the same as the production company's information. List main telephone number, fax number and location department's number.

Project/Personnel:

Title: List the Current title of the specific project.

Type: Feature, TV Series, Commercial, Documentary, Music Video, Student Films, Stills, etc.

Cell/Pager: List the contact numbers for the person(s) responsible for the film permit (usually a Location Manager).

Permit Service: If applicable, list the name of the permit service company requesting the permit.

Locations: List the City property(s) you wish to film or occupy. For City Parks, list the name of the park and areas (i.e. Peterson Park, ball field). An application for use of City Facilities/City Owned Property/City Right of Way and any road closures must also be filled out and completed. Distinct and multiple locations require separate applications.

Activities/Action: List the activities you are requesting to take place on the property. Consider the following: Talent against scenery? Any water activity? Filming on the rooftop or b-roll of crowds? Are stunts, effects or pyrotechnic planned? Are there driving shots, and if so are they with the flow of traffic? Do you need traffic control, rolling breaks, a lane or road closure? Are you using the process trailer, camera car, filming car-to-car? Do you need a wet-down? Are you constructing a set, or using animals, etc? Are you removing/installing signage?

Shoot Dates/Call-Wrap Times: List your dates including prep, shoot, and strike. Include weather days.

Of Vehicles: List the amount of each type of vehicle that will be on-site.

Total # of Days/Personnel: List total number of days occupying the property. Include prep, shoot and strike days. List total number of personnel, including all cast, crew and extras.

Pyrotechnics: City Fire Chief Bill Gillespie must be contacted at (707) 464-2421 bgillespie@crescentcity.org for any and all pyrotechnic activity. This includes use of candles and propane fire effects. Depending upon activity, local fire safety personnel may be assigned. If no pyrotechnics or open flames will be used, write N/A.

Terms and Conditions: Individuals or organizations shall provide a certificate of insurance for \$1,000,000 listing the City of Crescent City as additional insured and must be approved by the Finance Director.

Please review Photography/Motion Picture Permit Application Terms and Conditions, which you will be required to sign with application.