



TOWN OF
SAN ANSELMO
EST. 1907

Department of Building & Public Works
525 San Anselmo Ave., San Anselmo, California 94960
Phone: (415) 258-4616

COMMERCIAL FILM/PHOTOGRAPHY PERMIT APPLICATION

Instructions:

1. Apply on Etrakit for an Encroachment permit. In the description, state the type of photography/film project you are planning on doing. Complete and include this application as an attachment.
2. Provide Certificate of Insurance as per Liability Provisions, attached.
3. Agree to and sign Commercial Filming Conditions, Hold Harmless and Indemnification Agreement, attached.
4. Pay fees for Encroachment and Film Permits.

Company Name: _____ Phone: _____

Company Address: _____

Legal Status: Sole Proprietor Corporation Trust

Company Owner: _____ Federal Tax ID Number: _____

Type of Project: Still Photography Motion Picture/Filming

Project Manager: _____ Phone: _____

Email: _____

Shoot Address(es): _____

Date(s) and Time(s) for Shoot: _____

Description of Activity: _____

Will any Road/Sidewalk closure be required? No
 Yes, here: _____

Will any Traffic Control be required? No
 Yes, here: _____

Use of Pyrotechnics? Yes No Use of Drone? Yes No

Number of Vehicles onsite: Cars: ___ Trucks/Trailers: ___ Number of People: _____

FILM/PHOTO FEE SCHEDULE (based on number of permits employed at location)

<i>On Town roads or other Town Property</i>		<i>On Private Property</i>	
Persons at Location	Rate per Day	Persons at Location	Rate per Day
1-3	\$100.00	1-3	\$50.00
4-6	\$200.00	4-6	\$100.00
7-9	\$300.00	7-9	\$150.00
10 and over	\$400.00	10 and over	\$200.00

The Film/Photo permit fees are separate from any other Encroachment permit fees. Traffic control costs or any additional costs resulting from the use of police or fire department services shall be paid entirely by the applicant.

TERMS AND CONDITIONS FOR FILM/PHOTOGRAPHY PERMIT

Town shall have the privilege of inspecting the premises covered by this permit at any or all times.

This permit shall not be reassigned.

Town may terminate this permit at any time if the permittee fails to perform any covenant herein contained at the time and in the manner provided. Town 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 Town.

No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto.

Permittee will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, orientation, age, national origin, or disability.

Permittee agrees to comply with the terms and conditions herein.

The permittee hereby agrees for comply with all the rules and regulations of the facility subject to this permit. Permit must be kept on site at all times.

I have read and agree to the above stated terms and conditions.

Applicant's Signature

Applicant Name (Printed)

Date

