



Special Events and Facilities Department
435.615.5150
specialevents@parkcity.org

PARK CITY MUNICIPAL CORPORATION FILM PERMIT- MINIMAL IMPACT

APPLICATION FORM

Please e-mail specialevents@parkcity.org or fax (435) 615-4901 a **completed** permit application to the Special Events Department **no less than 24 hours prior to filming activity**. The application will be reviewed by the Special Events Department and you will be contacted within 24 hours. Requests for placement of satellite trucks will be in locations, approved by Park City Municipal Corporation. Granting of the permit is not guaranteed. Approved permit must be physically obtained at City Hall, 445 Marsac Avenue.

NAME OF FILM SHOOT:

PART I- DURATION OF FILMING

FILMING DATE(S):

PART II- MINIMUM IMPACT FILMING

Involves more than 5 people yes no

Restriction of public access, including stopping or disruption of traffic (vehicular and/or pedestrian) yes no

Requires vehicle access, other than satellite truck, adjacent to filming site yes no

If “no” was marked in any category, proceed to Part III

If “yes” was marked in any category, the action is not minimum impact filming, please complete the [Film permit application](#)

PART III- LOCATION INFORMATION

FILMING LOCATION(S): *Please describe in detail the exact location(s)*

SATELLITE TRUCK REQUEST: yes no

If “yes”, check box

	Satellite Location	Date	Time
<input type="checkbox"/>			

If “other”, please complete [PCMC Film Permit Application](#)

FILMING TIMES:

FILMING DESCRIPTION: *Please describe in detail the activities and type of shot associated with the event*

PART IV- APPLICANT

We hereby accept this permit and agree to abide by all the terms and conditions hereof:

PRODUCTION COMPANY:

LOCATION MANAGER:

Cell Phone:

ASST. LOCATION MANAGER:

Cell Phone:

PART V-INSURANCE

Park City Municipal requires proof of liability insurance in the amount of two million dollars (\$2,000,000) or more, and applicant shall further name Park City Municipal Corporation as an additional insured. This must be submitted prior to filming.

PART VI- FEES

ADMINISTRATIVE FEE	\$46.00
SAT TRUCK FEE	\$56.00
TOTAL	

PAYMENT OPTIONS:

SEND CHECK TO:

PCMC
P.O. BOX 1480
PARK CITY, UT 84060

OR

VISA, MASTERCARD,
AM EX, & DISCOVER

GENERAL TERMS, CONDITIONS, AND RESTRICTIONS PERMITTEE AGREES TO THE FOLLOWING:

1. This permit must be in possession of the applicant at all times while on location and must be made available for inspection when requested by City authorities or the public.
2. Permittee agrees to comply with all applicable Federal, State, and local laws, regulations, ordinances, and rules. Vehicle code provisions and/or posted parking regulations will be enforced unless otherwise noted in this permit.
3. In the event that an authorized representative finds that the activities being conducted by the Permittee unnecessarily endangers the health and safety of any person or that said activities are or will cause damage to real or personal property, said representative, at his sole discretion, may suspend, cancel, or amend this permit. The City reserves the right to suspend, cancel, or amend this permit at any time without incurring any liability to the Permittee.
4. The Permittee must obtain a liability insurance policy naming Park City Corporation as “additionally insured”, and also as the “certificate holder” during the event with a face value of at least \$2,000,000. The permit itself is invalid if a current insurance certificate is not by the Special Events and Facilities Office and approved prior to the date of the event.
5. This permit does not constitute nor grant permission to use or occupy property not belonging to, or under control of, Park City Corporation. Permission to use or occupy these properties must be obtained from the owner or controller of such property in addition to this permit. Proof of such permission may be required prior to issuance of a permit.
6. Permittee is responsible for obtaining the cooperation of the residents or owners of adjacent properties. Interference with movement or activities of these owners or residents should be as minimal as possible.
7. Permittee agrees to canvass the areas impacted by the filming 48 hours prior to filming, and businesses and residents notified, preferably in person, otherwise with flyers. Permittee is responsible for working out any conflicts or negative financial aspects.
8. Parking in any areas designated as “no parking”, “loading zones”, “emergency only”, parking with any type of “restrictive definition”, needs to be designated within the Film Permit Application.
9. A fire lane of twenty (20) feet must be maintained, allowing access through the length of closed and open roadways/streets. Access to the fire hydrant must be maintained; no parking within 5 feet on either side of the existing fire hydrants.
10. Permittee must place equipment in such a way that pedestrians have safe passage and access to other sidewalks and the building entrances. Any cords or any type of equipment must be placed so it will not interfere, obstruct, or cause harm in any way to the pedestrians.

11. All accesses, ramps, parking stalls, etc. authorized or duly marked for use of “handicapped” persons shall remain open and accessible.
12. Driveways and entrances shall allow for accessibility for emergency vehicles.
13. Permittee must comply with the Municipal Code Title 6, Chapter 3 Noise. The Code prohibits excessive or unusually loud noise between the hours of 10:00 p.m. to 7:00 a.m., and not before 9:00am on Sundays, in residential areas and between the hours of 10:00 p.m. and 6:00 a.m. in commercial areas.

Additional Conditions:

As an appointed representative of the production company, I have read and agree to the terms of this filming permit for this and the following locations referenced to the production referred to. I understand I may have filming temporarily or permanently shut down if the requirements as set forth are not adhered to either intentionally or unintentionally.

Applicant

Company name:

Location manager:

The above signed hereby personally covenants, guarantees and warrants that he/she has the power to obligate the filming company to the terms and conditions of this permit.

Date:

Signature: _____

Park City Municipal Corporation Approval

Max J. Paap
Special Events & Facilities Department

Date