



Filming Permit Instructions

An approved Chula Vista filming permit must be obtained before filming commences. Applications can be obtained from the Office of Communications.

Production companies/groups filming in the City of Chula Vista must have a current Chula Vista business license. Applications can be obtained from the Office of Communications.

The City of Chula Vista must be named as additional insured on the production company's general liability insurance in the amount of at least \$1 million. A copy of the Certificate of Insurance and Endorsement page must be provided before the filming permit application will be approved. If the production company does not carry insurance in the necessary amounts, insurance can be purchased through the city's Office of Risk Management.

If filming will take place on private property, please attach a copy of a letter from the property owner/manager authorizing use of the premises, to the filming permit application.

Police supervision will be required if filming takes place on public property, impacts a public right-of-way, or involves blank gunfire or pyrotechnics, etc.

Additional permits or approvals may be required for use of open flame or street closures.

The Office of Communications will determine if a neighborhood notification letter will be required prior to filming, due to anticipated traffic, noise, crowd or other issues that may impact residents or businesses nearby. Neighborhood notification letters must be produced and distributed at the production company's expense, and must be approved by the Office of Communications prior to distribution.

Costs are as follows:

- Location fees for city property/public right-of-way – None
 - New Business License
 - Annual – \$52.50 plus \$6.50 for each employee that will be on-site during production in CV
 - Current quarter only – calculate total rate as per annual license, and divide by 4
 - Police costs (full cost recovery) – \$111.73 to \$123.01 per hour, per officer, with a three-hour minimum
 - Any other city services that may be required as a result of filming activity (e.g. trash collection, street sweeping, repairs to public property), will also be billed at full-cost-recovery rates
- (Note: all costs subject to change)*

Business license and estimated costs for police services or any other city services required must be paid in advance via cash or check payable to the City of Chula Vista. Any additional costs incurred will be billed at the conclusion of production. The Office of Communications will advise applicants of the amount payable after receipt of each permit application.

Please contact the Office of Communications for further information or assistance regarding filming or photography in the City of Chula Vista.

City of Chula Vista – Office of Communications
276 Fourth Avenue
Chula Vista, CA 91910
Tel: 619-691-5296
Fax: 619-409-5448



FILMING PERMIT APPLICATION

Company Name _____

Address _____

Contact Name _____

Phone _____ Fax _____

Email _____ Cell Phone _____

Production Title _____

Type of Production _____ Producer _____

Production Manager _____ Location Manager _____

Location Manager Cell Phone _____

Filming/Shooting Date(s) and Time(s): _____

Location(s) (Include full address & dates for each location): *Add attachment if more space is needed.*

Special Effects (blank gunfire, wind effects, pyrotechnics, etc.) _____

of Vehicles & Equipment _____ Est. # of feet needed for parking _____

NOTICE: Applicant agrees to comply with all applicable laws and to maintain the premises in good condition and to return the premises to the same condition as they were before said use. Carry this permit with you and surrender to officials on demand.

Signature: _____ Title: _____ Date : _____

Conditions of Permit – City of Chula Vista Use Only:

Business License _____

Deposit for Costs _____

Neighborhood Letter _____

Insurance _____

Pyrotechnics (Fire) _____

Post No Parking _____

CVPD _____

TERMS:

Film company shall have the right during the term hereof to enter upon and to utilize the premises described above and to bring onto the premises such personnel and equipment as company shall deem necessary in connection with the production of the photoplay. Separate permission must be obtained from the owners and tenants of any private property that will be used during production.

Film company also agrees to pay the full cost including overhead for all police, fire, parks and recreation, public works and other City services utilized by company during the term hereof and to submit an advance deposit toward such costs in an amount to be determined by the City Manager or authorized designee(s).

All rights of any kind in and to all photographs and sound recordings made by film company on the premises shall remain vested in company, its successors and assigns, and the owner and/or lawful possessor of the premises shall not have the rights to said photographs or sound recordings.

Film company shall furnish the City with a certificate of insurance and policy endorsement page naming the City of Chula Vista as an additional insured.

This filming permit constitutes that where applicable a film credit thanking the City of Chula Vista is required.

CERTIFICATION:

I certify that to the best of my knowledge and belief the above statements are true and correct. On behalf of and as authorized by the film company, I certify that the company agrees to reimburse the City of Chula Vista for any loss or damage to the premises caused by this usage, and to defend, indemnify and hold harmless the City of Chula Vista (the City), its agents, elected and appointed officers and employees, from and against all claims for damages, liability cost and expense (including, without limitation, attorney's fees), arising out of the conduct of any agent, officer, employee, subcontractor, or other person acting on behalf of the company, including, but not limited to the actions of the participants, spectators and other attendees, in connection with the photoplay. Said indemnification shall include any and all costs, expenses, attorney's fee and liability incurred by the City, its agent, officers, or employees in defending against such claims whether the same proceed to judgment or not. Further, film company, at its own expense, shall upon written request of the City, defend any such suit or action brought against the City, its agents, officers or employees. The company's indemnification of the City shall not be limited by any prior or subsequent declaration by the said company.

The company further understands and acknowledges that this permission to film may be revoked for any violation of the rules and regulations upon the verbal notes of any responsible employee of the City of Chula Vista to the company or such responsible person present on behalf of the company.

By, _____ who hereby certifies that he/she is the duly qualified and authorized representative of the film company as set forth in this permit, and is authorized to make this application on company's behalf.

Signature of Film Company Representative: _____

Date: _____

Approved by: _____
(designee of City Manager)

Date: _____