

City of Placerville
COMMUNITY SERVICES DEPARTMENT
549 MAIN STREET, PLACERVILLE, CALIFORNIA 95667
(530) 642-5232 • FAX (530) 642-5236

City of Placerville – Permit Cover Page Permit - Fees and Location Rates

Dear Applicant:

The following is information about the **City of Placerville Owned Property Permit Application**. Attached you will find:

1. This Cover Page with Location Rates, 2 pages
2. Commercial Use Application, 2 pages (signature required)
3. Special Circumstances Forms and Stipulations – (sign and return only if applicable)
4. Special Effects Worksheet
5. Collections Agreement (may be required after application has been reviewed by Community Services Director)

Please include with your return application:

- a. #1– 4, signed and/or completed
- b. Map(s) or diagram of specific location
- c. A Storyboard to accelerate permit processing
- d. A Certificate of Insurance naming the **City of Placerville** as additionally insured and listing the dates of filming & location, along with a Letter of Endorsement (see below for details)

For Your Insurance Provider:

You must provide proof of liability insurance and a Letter of Endorsement naming the City of Placerville as additionally insured for the amount of \$1,000,000. The Insurance Certificate and Letter of Endorsement should read: **City of Placerville – Placerville, CA 95667** in the additionally insured section as well as the dates of filming and location address. Additionally, the **El Dorado County** and **El Dorado County Chamber of Commerce** will also need to be named additionally insured. If **ANY** aircraft is used, you must obtain an FAA approval along with an additional insurance certificate and Letter of Endorsement in the amount of \$5,000,000.00 with the City of Placerville listed as additionally insured. All Insurance Certificates and the Letter of Endorsement **MUST** be emailed to film@eldoradocounty.org or faxed to (530) 642-1624 **AND** a hard copy mailed to: The City of Placerville, 549 Main Street, Placerville, CA 95667

Submit proof of liability insurance naming the City of Placerville additionally insured to:
The City of Placerville
549 Main Street
Placerville, CA 95667

Submit Proof of liability insurance naming El Dorado County additionally insured to:
El Dorado County
330 Fair Lane
Placerville, CA 95667

Submit Proof of liability insurance naming El Dorado Co. Chamber of Commerce additionally insured to:
El Dorado Chamber of Commerce
542 Main Street
Placerville, CA 95667

Please read and complete the following forms. Any pages left unsigned will halt the permit process and delay your permit. Use the checklist above to verify you have received all the appropriate documents. The permit fee and map must be returned **before** your application can be processed. It is important to list all props and vehicles to be used, and a detailed description of your activities. You must list stunts, precision driving, pyrotechnics, explosive devices, airplanes, or helicopters used in your shoot.

ATTENTION: The speed limit through all park areas is 5 miles per hour ONLY. Please be aware that there are no sharp turns or donuts allowed on ANY area. This action can cause damage to surface vegetation and wildlife.

BASIC PERMIT FEE

To be submitted with completed application and insurance

Motion Pictures – Documentaries – Video – Television -- Commercials – New Media
\$100 per application *

Student -- Not for Profit
\$ 50 per application *

** (Extensive applications may incur additional administrative charges in a collection agreement)*

In addition to a Permit Fee the following *may* be required:

1. A Location Fee for projects with 60 or more crew members.
Location Fees:
Crew Size 1-59 No Charge
Crew Size 60 – 99 \$ 500 per filming day
Crew Size 100 + \$1,000 per filming day
2. A Filming Monitor at an hourly rate.
Note: If a filming monitor is not initially required and the production company fails to meet any of the agreement with the City, the City reserves to right to require a monitor for the completion of your filming, with payment due for those service upon the determination and before filming continues.
3. A Collection Agreement.
If it is determined that the impact of your project will require additional City resources; your project will receive a collection agreement. The total amount of the collection agreement is due before any production work begins in the City of Placerville. Any funds that were not required in the collection agreement will be refunded within 2 business days of a final walk-through and wrap of the project. Please make a point of scheduling a walk-through in advance.

Send your completed application, fees and insurance to:

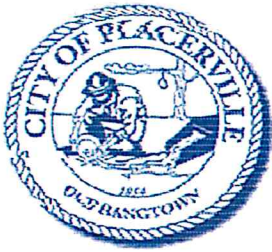
El Dorado Lake Tahoe Film & Media Office
542 Main Street
Placerville CA 95667

Email: film@eldoradocounty.org

Fax: 530-641-1624

Fees need be made payable to **The City of Placerville**. Collection Agreement payment **must** be received **prior** to location filming. Please note: Permit and location fees are non-refundable.

Please contact the Film Office once a location has been chosen to determine the availability of the location. All requests are tentative until we receive the completed application, insurance and permit fee. If you have any other questions, please contact the Film Office at (530) 626-4400.



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COMMERCIAL USE APPLICATION

1. Name of Company: _____
Address: _____
City/State/Zip: _____
Telephone: () _____ Fax Number: () _____

2. Name, Title & Phone number of Field Operations Representative on Location: _____

3. Location of Site Desired _____
Specific locations to be used and circle on the map the area you will be using for filming/still photos and return the map with your application: _____

4. Type of Use: _____ commercial production; _____ nonprofit production; _____ community service production;
_____ educational production

5. Purpose of Use: _____ feature film; _____ advertisement; _____ documentary; _____ still photography;
_____ video; _____ other (state) _____

6. State name of feature film, TV series, commercial product, music video group, other: _____

7. Date of Uses: _____ Hours of Use: _____

8. Proposed Rain Date: _____ Hours of Use: _____

9. Number of personnel involved; include production, cast and crew: _____

10. Statement of activity to take place in detail: _____

11. Animals to be used on location; how many? _____
What kinds? _____ None _____

12. Equipment, Vehicles, and/or Aircraft to be used:

of Cameras _____

of Camera Cars _____

of Small Vehicles (one ton or less) _____

of Large Vehicles (one ton or less) _____

of Motorhomes _____

of Honeywagons _____

of & type of equipment _____

of & type of transport vehicles _____

of & type of aircrafts _____

Other: _____

13. Props/sets/scenes to be used/constructed, give details: _____

14. Use of pyrotechnics, give details and full descriptions of use: _____

** WE REQUIRE A COPY OF PICTURE ID OF PYRO TECHNICIAN. COPY OF HIS LICENSE AND A LETTER STATING WHAT EXPLOSIVES HE/SHE WILL BE USING. WITH DETAILED EXPLANATION OF USE AND EVENTS.

15. Name and telephone number of the person/persons to contact in case of emergency: _____

_____ Telephone Number _____

X _____
Signature

Date

Print Name



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**COMMERCIAL FILMING STIPULATIONS FOR
THE CITY OF PLACERVILLE**

1. The Permittee shall designate a representative for field operations before activities may commence, who shall be the sole field representative of the permittee's employees or contractors in dealing with the authorized City of Placerville monitor. Said representative shall be employed on behalf of the permittee's employees or contractors to communicate with the monitor, and to receive and comply with all communications and decisions of the monitor.
2. A copy of the permit and the stipulations shall be kept available on location at all times, for review for City personnel upon request. All persons (e.g., permittees, contractors, subcontractors) working at the site will be familiar with the permit stipulations. Non-compliance with permit stipulations may result in cancellation of the permit, or other adverse actions against the permittee. Any changes to an approved permit will require re-submittal of application accompanied by a \$100.00 fee made payable to The City of Placerville.
3. Availability of all authorized areas for commercial filming activities is subject to the restrictions based on their compatibility with other authorized activities as well as area carrying capacity limits.
4. The permittee shall confine all activities within Main Street, Placerville, specifically defined by the attached map at the specified times and dates. That includes public lands adjacent to Main Street. If the Main Street location or other limitations in this filming authorization are deemed not appropriate by the permittee, no action shall be undertaken by the permittee at other times or on other areas or lands within the City of Placerville until said changes are approved by the City of Placerville. Anytime filming activities move off Main Street, the local film commission must be notified.
5. The area shall be kept clear of trash and debris and all trash and debris generated by the filming operation shall be removed immediately after completing filming operations. Waste and other discharges from camping vehicles or other equipment is prohibited.
6. The City of Placerville must be notified of any commercial filming involving exotic (i.e, plants and animals not native to the foothills east of the Sacramento region) or domestic species. The permitted filers are responsible for controlling and cleaning up after these species, including feces, to avoid the dissemination of seeds or diseases on Main Street. Animals not endemic to the area shall be under the control of **qualified handlers** at all times. Animals shall **not** be allowed to feed on natural vegetation. Permittee is responsible for providing appropriate feed and water for the animals. Animals shall be fed non-germinating pellets or certified weed-free hay for two days prior to filming at Lions Park. During filming, animals will be fed certified weed-free hay or non-germinating pellets. Animals will be either tied to a parked vehicle; contained in a free standing fenced corral; and/or housed within a trailer in a

parking area or road, when not in use. All animal “waste” shall be removed from the public lands on a daily basis. Transmission of diseases from domestic animals to wildlife will be avoided through appropriate action (vaccines, avoidance of contact, etc.)

7. Filming operations shall be conducted in such a manner as to avoid creating safety hazards to other Main Street visitors and users and to the filming crews. The permittee shall use whatever signs, flagging, help of individuals, or other authorized safety devices for the safe conduct of the filming operation and the protection of other users and visitors before, during and after filming activities. Extra caution shall be used by the permittee during the “dry” season (July through October) with regard to vehicles or equipment used around dry grasses.
8. Application and rental fees will not be refunded once a filming permit has been processed. Please contact the City of Placerville at (530) 642-5232 to reschedule. **Any changes to an approved permit will require re-submittal of application accompanied by a \$100.00 fee made payable to The City of Placerville.**
9. For movie projects, acknowledgement through the film credits shall be given to “The City Placerville” for portions of the movie filmed on Main Street.
10. Permittee shall hold harmless, defend and indemnify City, its officers, officials, employees and volunteers from and against all claims, liabilities, damages, losses, fines, penalties and expenses including attorney fees which actually or allegedly arise out of in any way Permittee’s activities hereunder, caused in whole or in part by any negligent act or omission of the Permittee any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of City its officers, officials, employees and volunteers. If any such suits, actions or proceedings are threatened or commenced, City shall promptly notify Permittee.

The duty to indemnify and hold harmless the City specifically includes the duties to defend set forth in Section 2778 of the Civil Code. The insurance obligations of the Contractor are separate, independent obligations under the Permit Application requirements, and the provision of this defense and indemnity are not intended to modify nor should they be construed as modifying or in any way limiting, the insurance obligations set forth in the Permit Application.

Permittee waives any and all claims against City of Placerville, its officers, agents, employees, and volunteers for loss or damage caused by, arising out of or in any way connected with the exercise of this permit.

11. Any requested changes to the permit, addendums, etc. are subject to legal review. Applicant is responsible to pay the cost of the legal review by the City of Placerville’s attorney. The cost of the review must be paid up front, will be based on a per-hour charge by our attorney (not to exceed \$500), and is non-refundable after the review is completed.
12. You must provide proof of liability insurance and a Letter of Endorsement form CG 20 26 04 13 naming the City of Placerville as additionally insured for the amount of \$1,000,000. The Insurance Certificate and Letter of Endorsement must list: **City of Placerville – Placerville, CA 95667** and list the dates of filming and location address. Additionally, the **El Dorado County and El Dorado County Chamber of Commerce** will also need to be named additionally insured. If ANY aircraft is used, you must obtain an FAA approval along with an additional insurance certificate and

Letter of Endorsement in the amount of \$5,000,000.00 with the City of Placerville listed as additionally insured. All Insurance Certificates and the Letter of Endorsement **MUST** be emailed to film@eldoradocounty.org or faxed to (530) 642-1624 **AND** a hard copy mailed to: The City of Placerville, 549 Main Street, Placerville, CA 95667

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Permittee acknowledges, by signing below, that he/she knows, understands and accepts the terms and conditions under which this permit is issued.

Permittee

Title

Signature

Animal Handler Signature *(when applicable)*

Address

City, State

Phone Number



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City of Placerville
Special Effects and Hazardous Conditions Worksheet

Permit # _____ Date _____

Special Effects Coordinator License # _____

Company Telephone # _____

Address _____

Location(s) _____

1st Assistants License # _____

2nd Assistants License # _____

Activity/Special FX Materials (please note quantities to be used for each material listed):

Date(s) of Activity: _____ Time(s): _____

*Signature of Permittee _____ Date _____

CDF Fire Prevention Battalion Chief Bill Smith (530) 647-5231

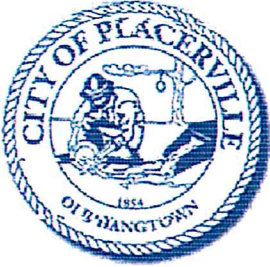
El Dorado County Fire Protection District Fire Marshal Mark Johnson (530) 644-9630

Please fax this form and a copy of the Front and Back of your State Pyrotechnics License(s) to (530) 642-5236 (ATTN: Steve Youel). You must also mail a hard copy to the addresses below.

This form and a copy of your license(s) are required before a permit can be issued.

City of Placerville
549 Main Street
Placerville, CA 95667
(530)642-5232 fax (530) 642-5236

El Dorado Lake Tahoe Film & Media Office
542 Main Street, Placerville, CA 95667
film@eldoradocounty.org
www.filmtahoe.com
(530) 626-4400 fax (530) 626-8850



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COLLECTIONS AGREEMENT

1. Film Monitor _____

_____ X hrs. @ _____.00 = _____
_____ X hrs. @ _____.00 = _____
TOTAL _____

2. Lost Revenue _____

_____ Guests @ \$ _____ = _____
_____ Gift Shop \$ _____
TOTAL _____

3. Restoration & Cleaning Deposit _____

TOTAL \$ _____

4. Parking Space Encroachments _____ @ \$ _____

TOTAL \$ _____

5. Police Services _____ Officers/Vehicles @ _____ per hr (____ hr. min.)

TOTAL \$ _____

6. Location Fees

Crew Size 1-59 No Charge

Crew Size 60-99 \$ 500 per filming day _____ days X \$ 500 = _____

Crew Size 100+ \$1000 per filming day _____ days X \$1000 = _____

7. Equipment & Misc. Services _____

TOTAL \$ _____

COLLECTION AGREEMENT GRAND TOTAL \$ _____