



Film Application

Project Title: _____

Production Company: _____

Company Address: _____

Phone: _____ Fax: _____

Location Manager: _____

Cell: _____ Email: _____

Type of Project:

<input type="checkbox"/> Student Project**	<input type="checkbox"/> Feature Film	<input type="checkbox"/> TV Program
<input type="checkbox"/> Commercial	<input type="checkbox"/> Music Video	<input type="checkbox"/> TV Movie
<input type="checkbox"/> Corporate Video	<input type="checkbox"/> PSA	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Documentary	<input type="checkbox"/> TV Series	

** Student projects must have an email from the supervising professor to verify current enrollment status before a permit is issued. Applications will not be processed until this correspondence is received. While there is not a permit fee for student projects, there will be fees associated with any City services required.

Description of Project: _____

Location of Project: Commercial Residential

List any Building Changes or Removal of Vegetation:

Number of Tents: _____ Square Footage of Each Tent: _____

List Tent Locations: _____

Film Dates: _____ Set-Up Begins at: _____

Film Times: _____ Teardown Completed at: _____

Number of Vehicles:

<input type="checkbox"/> Production Cars	<input type="checkbox"/> Crew Cars	<input type="checkbox"/> Campers
<input type="checkbox"/> Trucks	<input type="checkbox"/> Trailers	<input type="checkbox"/> Shuttle Vans
<input type="checkbox"/> Generators	<input type="checkbox"/> Tow Cars	<input type="checkbox"/> Extras' Cars
<input type="checkbox"/> Buses	<input type="checkbox"/> Vans	

Total: _____

List Parking Locations: _____



Number of Personnel:

_____ Crew

_____ Cast

_____ Extras

Total: _____

Uses:

_____ Street Closure

_____ Lane Closure

_____ Camera on Street

_____ Camera on Curb

_____ Camera on Sidewalk

_____ Drive Shots of Car

_____ Drive with Flow of Traffic

_____ Tow Shots

_____ Smoke/Fire/Other Pyro

Services Required:

_____ City Police

_____ City Parks

_____ Fire Department

_____ Sanitation

_____ Transportation

_____ Other: _____

Special Effects or Stunts:

_____ Smoke/Fire/Pyro

_____ Vehicles

_____ Simulated Weapons Used

_____ Falling/Jumping from Height

_____ Animals

_____ Other: _____

- Neighbors will be notified at least 48 hours before filming.
- A map of the filming location is attached to this application.
- If applicable, a map showing approved street closures and traffic management is attached.
- Insurance Certificate is attached to this application.

Hold Harmless Agreement

The applicant, as an authorized agent of the film production company referenced in this application, agrees to indemnify the City of Peachtree Corners and to be solely and absolutely liable upon any and all claims, suits and judgments against the City and/or the applicant for personal injuries and property damages arising out of or occurring during the activities of the applicant, his (its) employees or otherwise. The applicant further agrees to comply with all pertinent provisions of Georgia laws, rules and regulations as well as those of the City of Peachtree Corners. The applicant further acknowledges that this permit may be revoked at any time.

Applicant Signature

_____/_____/_____
Date

Permit Fee: \$100.00

For additional information, please contact Jennifer Howard at 470-395-7028 or jhoward@peachtreecornersga.gov



Film, Television and Video Permit Guidelines

1. Applicant must request permission to use City property or private property for a film production prior to submission of the application.
2. Submit the film permit application to the Community Development Department at 147 Technology Pkwy, Suite 200, Peachtree Corners, GA 30092.
3. If streets are to be blocked the permit application must be approved by the Mayor and City Council.
4. If roads are to be blocked or traffic disrupted in any manner, police officers must be scheduled at a minimum of three hours per day. This arrangement can be made by the applicant through the Gwinnett County Police Department at 770-513-5100.
5. Removal, cutting or trimming of vegetation in the public right-of-way is prohibited unless specifically approved by the permit.
6. No film activity which involves the use of explosives, pyrotechnics, fire, smoke-making machines or other special effects may be undertaken unless specifically approved by the Gwinnett County Fire Department at 678-518-4980.
7. Tents or temporary membrane structures having an area in excess of 200 square feet or canopy in excess of 400 square feet require inspection by the Fire Marshal.
8. If permission is granted by the City, a written permit will be issued including time, date and location of filming and acceptable activities within the scope of the permit.
9. Upon receipt of the permit, the production company must provide a certificate of insurance naming the City of Peachtree Corners as an additional insured. The City requires an insurance policy rider for general liability and worker's compensation for \$1,000,000 each occurrence and aggregate with endorsement naming the City of Peachtree Corners as additional insured.
10. Upon receipt of the permit, the production company must notify affected business and property owners. Compensation may be necessary if business and home environments are greatly disrupted. When filming in a residential neighborhood, a 2' x 3' sign shall be posted at the end of each street where filming will occur. The sign shall indicate the date & time of filming and shall include a contact phone number.
11. The City shall require the production company to have the permit on site at all times.
12. Upon completion of work, all materials and debris shall be entirely removed and the right-of-way left in a satisfactory condition. Any costs for clean-up by the City will be charged to the permit holder.
13. Emergency vehicle access shall be maintained at all times. EMS personnel are required on-site for productions with stunts being performed.
14. A separate permit from the Gwinnett County Fire Marshal shall be obtained to ensure safety for crew members, the public, and surrounding properties. This permit may be obtained from the Gwinnett County Fire Department at 678-518-4980 or contact: jim.egan@gwinnettcountry.com.