



Pleasant Valley Recreation & Park District

Special Permit Application – Filming

Pleasant Valley Recreation & Park District

P: (805) 482-1996 F: (805) 482-3468 www.pvrpd.org

Submit to: Pleasant Valley Recreation & Park District
1605 E. Burnley Street
Camarillo, CA 93010
Attn: Filming

Office Use Only

Recreation Services Department Review
 Park Services Department Review
 Admin Services Department Review

Applicant Information

Application Date: _____ Film Student: Yes No *If yes, provide documentation*

Applicant/Production Company/School: _____

Contact Person(s) for Applicant/Company/School: _____

Company/School Address: _____

City: _____ State: _____ Zip: _____

Site Representative or Location Manager: _____

Work Phone: _____ Fax: _____

Cell Phone: _____ E-Mail: _____

Filming Location Information

Location: _____

Date(s): _____ Time(s): _____

Location: _____

Date(s): _____ Time(s): _____

Type of Filming

TV ___ Motion Picture ___ Music Video ___ Commercial ___ PSA ___ Other ___

Film/Show/Documentary/Commercial Title: _____

Plot: _____

Filming Activity Description Requirement

- Site Plan/Map for Filming Provided Yes No

Site plan should be accurately drawn on an 8 ½ x 11" page format and must be complete before the application can be accepted for consideration. Include name of park, nearest cross streets, entrances and exits, existing structures, note vehicle parking, location of generator(s), portable restrooms, oversized vehicles, stage, etc.

Briefly describe the filming activity that will take place:

Will filming take place on public streets? Yes No

Describe the noise level: _____

Will firearms or simulated firearms be used? Yes No

If Yes, in what capacity: _____

Will pyrotechnics, explosives or fire be involved? Yes No

If Yes, in what capacity: _____

Will chemicals be used? Yes No

If Yes, in what type: _____

Will there be stunts? Yes No

Describe Stunts: _____

Will animals be used? Yes No

Describe _____

Will food be provided? Yes No If yes, by whom _____

Will there be building or façade changes? Yes No

Describe changes: _____

Estimated number of crew: _____ Estimated Number of Talent: _____

Number of vehicles on site: _____ Oversized vehicles: Yes No Yes, How Many _____

Will reserved parking spaces be required? Yes No Yes, How Many _____

Vehicles/Equipment Involved: _____

Will a generator be used: Yes No

Will security be provided: Yes No

Will a tent be used: Yes No

Notes:

Insurance Requirements

Evidence of General Liability Insurance Coverage in the amount of no less than one million dollars (\$1,000,000) combined single limit bodily and property damage for each occurrence is required. The following items are required and must be included on the Certificate of Insurance to demonstrate the appropriate insurance coverage.

List Certificate Holder:

Pleasant Valley Recreation & Park District
1605 E. Burnley Street, Camarillo, CA 93010

Additional Insured Endorsement Page:

The Pleasant Valley Recreation & Park District, its officers, employees and agents are named as additional insured. The insurance shall be primary coverage for (event name) to be held on (dates).

Amount of the General Liability Coverage is at the discretion of the General Manager and a higher per occurrence amount can be requested at any time.

Waiver

As an applicant, I hereby agree to abide by the rules and regulations of the Pleasant Valley Recreation & Park District and the State of California. I further understand that this Special Permit Application is not complete and binding until all fees are paid in full and all information requested is submitted.

Applicant agrees to be solely responsible for any and all liability, claims, loss, damages, costs and expenses, including attorney’s fees, arising out of or resulting from any injury to persons or damage to property which arise out of its use of the District’s facilities. Applicant agrees to defend, indemnify and hold harmless the District, its officers, agents employees and volunteers against any and all such claims, demands, causes of action, suits and expenses, arising out of or resulting from its use of District’s facilities.

I hereby certify that I have read and understand and agree to comply with all requirements listed in the Special Permit Application for Filming. I understand that any violation could lead to the immediate requirement to cease filming. I further certify that the information included herein is accurate.

Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____

Note: In addition to the completion of this application the District’s Reservation Form must be completed as well.