



## FILM PERMIT APPLICATION

This is **NOT** a permit to film. Please fill out as much detail as you can in order to provide a comprehensive quote. Include aerial shots, maps and scene information if necessary.

### PROCEDURES:

1. Once an application is received a quote is generated and returned to you. If you accept the quote, sign where indicated and return to Nikki Davy – [nikki@rsrpd.us](mailto:nikki@rsrpd.us). This will hold your reservation.
2. Insurance – The insurance certificate and hold harmless agreement (as endorsement to the insurance certificate) should name the Rancho Simi Recreation and Park District as an additionally insured. Example of insurance certificate is found on filming website.
3. Hold Harmless – form is located on filming website – sign and return.
4. Payment is due BEFORE filming commences. If paying by check, please make payable to Rancho Simi Recreation and Park District. We also accept VISA and MASTERCARD payments either in person or over the phone.

### COVID-19 PROCEDURES (As mandated by the State of California & Ventura County):

5. Must have a designated COVID-19 Compliance Officer on site.
6. Must follow the prevention protocols identified in the appropriate industry guidance:
  - Alliance of Motion Picture and Television Producers:  
<https://pmcdeadline2.files.wordpress.com/2020/06/jwlmsc-task-force-white-paper-6-1-20.pdf>
  - Association of Independent Commercial Producers (AICP):  
<https://www.aicp.com/business-resources/business-affairs-information/aicp-guidelines/covid-19-workplace-guidelines/production-specific-considerations>
7. Must post the COVID-19 Hotline Flyer ([COVID-19 Hotline Flyer](#)).
8. No live audiences are allowed.

### PLEASE READ CAREFULLY – ADDITIONAL CONDITIONS AND INFORMATION FOR FILMING ON DISTRICT PROPERTY.

1. The film production company may be required to notify residents within a 300' radius of the site of any shooting schedules prior to the actual filming day(s).
2. The film production company is responsible for the security of its props, equipment and personal property at its sole cost and expense.
3. Public parks are to remain open to the public for public recreation during any filming. Pedestrian and vehicular traffic that may impact shooting during a hot set will be controlled by the Rancho Simi Recreation and Park District's Park Rangers or Security Personnel.
4. In addition to the fees required by the Rancho Simi Recreation and Park District, there may also be assessed business of filming permit fees, fees for traffic control on surface streets, fees for fire safety marshal or medic and other fees required by the City of Simi Valley, the County of Ventura or the State of California.
5. Times indicated on the permit are the opening and closing times of your shoot.



Name of Production:						
Distribution Channel	TV		Digital/Online		Theatre	Still Photography
Type:	Feature Film		Reality		Commercial	Industrial
	Documentary		Music			
Student:	School				ID #	

**COMPANY INFORMATION**

Company Name:		
Film Permit Service:		
1. Contact Person Name:		
2. Onsite Person Name:		
Email:	1.	2.
Phone:	1. (Mbl)	2. (Mbl)
	1. (Ofc)	2. (Ofc)
Address:		
Address 2:		
City, State, Zipcode:		

**LOCATION INFORMATION**

SHOOT LOCATION 1: Specific Area within Park (attach aerial shots/maps if applicable)				
	Production Date(s):	Set Up Time		Strike Time
SHOOT LOCATION 2: Specific Area within Park (attach aerial shots/maps if applicable)				
	Production Date(s):	Set Up Time		Strike Time
SHOOT LOCATION 3: Specific Area within Park (attach aerial shots/maps if applicable)				
	Production Date(s):	Set Up Time		Strike Time



SHOOT INFORMATION

Genre of movie, etc.							
Description of Scene(s) to be filmed.							
Use of animals:	YES / NO	If yes, provide details:					
Use of Specific Sounds:  Gunfire (type and load), explosions, etc.	YES / NO	If yes, provide details:					
Weapons: If yes, amount and what type.							
Special Effects:  Pyrotechnics, Car Crashes, Fire/spark, Smoke, etc.	YES / NO	If yes, provide details:					
Stunts:							
Number & type of trucks, oversized vehicles, motorhomes, etc.  For condors, size and weight.							
Drone(s): Description of Scene(s)							
Drone(s): Pilot license # or Company Info							
Number of Cast:		Number of Production Crew:		Number of Personnel Vehicles:		Number of Catering Trucks:	
Number of Meal Tents:				Number of generators:		Number of Gators:	
How Did you hear about us?							