



# Master Film Permit

## Agreement & Application

Rev.20200217

### Agreement for Master Film Permit

Project Name: \_\_\_\_\_

Production Company Name: \_\_\_\_\_

Client: \_\_\_\_\_

Authorized Agent: \_\_\_\_\_

The company named above agrees to pay all costs for required permits, film coordination services and locations provided by the City of Spokane as described in the Application and Film Permit for Street Use. This includes Film Permits for street use, parking meter bags, traffic control, removal and installation of street fixtures, use of street and/or sidewalk barricades and the like. This permit does not include other separate permits that may be required from City departments such as Fire, Police and Parks, and does not include such costs as employment of off-duty police officers for traffic or crowd control.

The production company named above shall attach a certificate of insurance, naming the City of Spokane and in some instances, City of Spokane Parks and Recreation Department, as an additional insured in the amount of \$1,000,000.00 general liability, including bodily injury and property damage. The City of Spokane, its corporate authorities, elected officials, officers, boards, commissions, attorneys, employees and agents are made additional insureds under this policy with respect to any and all claims which arise out of or are in any way related to the operations of the above named film production company while present in the City of Spokane.

The production company shall indemnify and hold harmless the City, its officers, elected officials, agents, employees and volunteers, from and against any and all claims, actions, suits, proceedings, costs, expenses (including reasonable attorney's fees), damages, and liabilities claimed by any person, organization, association, or otherwise arising out of or relating to any act or omission of the production company, its agents, contractors or employees under this Agreement. Such indemnification shall not be effective to the extent that the damage or injury results from the sole negligence of the City.

The production company further waives, with respect to the City only, its immunity under RCW title 51, Industrial Insurance. The indemnification provided for in this permit shall survive any termination or expiration of this Agreement.

Failure of the Company to comply with the terms of the City's permit as described may result in revocation of the permit and the inability to obtain future permits.

\_\_\_\_\_  
(Authorized Agent)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Authorized City Film Program Manager)

\_\_\_\_\_  
Date

Permit is not valid without signatures of the Authorized Agent and the City's Film Program Manager.

## Agreement & Permit for Master Film Permit

Project Name: \_\_\_\_\_  
Production Company Name: \_\_\_\_\_  
Permanent Company Contact Number: \_\_\_\_\_  
Local Address: \_\_\_\_\_  
Local Production Office Contact Number: \_\_\_\_\_  
Producer: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Production Manager: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Location Manager: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Asst. Location Manager: \_\_\_\_\_ Contact Number: \_\_\_\_\_

This Project is (check all that apply):

☐ Feature Film   ☐ Music Video   ☐ TV Movie   ☐ Commercial   ☐ Documentary   ☐ Drone Footage   ☐ B-Roll  
☐ Public Service Announcement   ☐ Corporate Video   ☐ Still Photography   ☐ Television Programming  
☐ Other as specified: \_\_\_\_\_

Number of Production Vehicles: \_\_\_\_\_  
Size of Crew: \_\_\_\_\_  
Total Number of Filming Days in Spokane: \_\_\_\_\_  
Number of Locations: \_\_\_\_\_

Applicant: Use the space below to itemize anticipated additional services.

☐ Police   ☐ Fire   ☐ Streets   ☐ Parks   ☐ Water Dept   ☐ Electrical   ☐ Convention Facilities  
☐ Other as specified: \_\_\_\_\_

Please note, applicant must contact affected agencies directly!

# Application & Permit for Master Film Permit

## Request for Film Permit for Street Use – Part B (Fill out one Part B for each location)

Project Name: \_\_\_\_\_ Location Number: \_\_\_\_\_

I hereby apply for permission to use or occupy public property, for the sole purpose of filming:

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Set Up Time(s): \_\_\_\_\_

Briefly describe the film activity that will be taking place at this location: (Use map to show specifics)

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Parking Meter #'s (if applicable): \_\_\_\_\_

Total number of meter bags required for this location: \_\_\_\_\_

Number of Police Officers requested: \_\_\_\_\_

		STREET	
AVENUE		ALLEY	STREET



Please indicate the following on the above location map:

- Names of all surrounding streets
- One way streets
- Parking restrictions and/or controls (Parking meters, peak hour restrictions, etc.)
- Use of bus zones
- Use of Truck Load or Passenger Load Zones
- Sidewalk closures or intermittent pedestrian control
- Truck parking
- Crew parking
- Base camp
- Catering location
- Direction of moving vehicles for driving shots
- Street closures or intermittent traffic control
- Bagging of parking meters, or use of no-parking barricades in non-metered areas.