City of Moorpark
Application Submittal Requirements
For Film Permit

The following list, as identified by City Staff, specifies information that is required in order to submit a film permit application. For more information, please call (805) 517-6224.

Submittal Requirements by: _____ Date: _____ Application Reviewed by: _____ Date: _____

<table>
<thead>
<tr>
<th>Community Development Department Film Permit Requirements</th>
<th>Submitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Film Permit Application</td>
<td>❐</td>
</tr>
<tr>
<td>❐ Application</td>
<td></td>
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<tr>
<td>❐ Insurance Requirements</td>
<td></td>
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<tr>
<td>❐ Indemnification Agreement</td>
<td></td>
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<tr>
<td>2. Fee (established by Resolution No. 2016-3505)</td>
<td>❐</td>
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<td>3. Insurance Naming the “City of Moorpark and its officers, employees, servants, and agents” in the following:</td>
<td>❐</td>
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<td>❐ Certificate of Insurance</td>
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<td>❐ Endorsement</td>
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<tr>
<td>❐ Worker Compensation (if applicable)</td>
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<td>4. “Permission to Use Property” Letter or Contract Lease Agreement</td>
<td>❐</td>
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<td>5. Site Plan showing the following:</td>
<td>❐</td>
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<tr>
<td>❐ Filming location</td>
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<tr>
<td>❐ Base camp (if applicable)</td>
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<tr>
<td>❐ Crew parking (if applicable)</td>
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*Submitting an incomplete application with missing information may result in delays or the denial of processing your permit.*
City of Moorpark
Film Permit Application

(Application must be submitted at least four (4) weeks in advance for public property and/or city right-of-away filming, and two (2) weeks in advance for private property prior to filming activity)

Production Information

Company Name: ________________________________________________________________

Address: ____________________________________________________________________

Unit Production Manager: __________________________ or Production Manager:

Cell Phone: __________________________ Office: __________________________

Fax: __________________________ Email: __________________________

Contact Person: __________________________ Title: __________________________

Cell Phone: __________________________ Office: __________________________

Fax: __________________________ Email: __________________________

*Please note: At least one contact person must be on site and available to City staff during the filming period.

Location Information

Production Title: ______________________________________________________________________

Type of film:

Feature □ Commercial □ Photo □ Pilot □ Student □ Movie

Indie □ Webisode □ Music Video □ TV □ Drone □ Other: __________

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<tr>
<th>Filming Date(s)</th>
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<th>Location(s)</th>
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Prep Date(s) and Time(s): __________________________________________________________

Filming Date(s) and Time(s): ______________________________________________________

Hold Date(s) and Time(s): _________________________________________________________

Strike Date(s) and Time(s):

- Street Closure □
- Sidewalk Closure □
- Wet down □
- Animals □
- Encroachment Permit □
- Drones □
- Traffic Control □
- Open Flame □
- Generators □
- Catering Truck □
- Pyrotechnics □
- Open Flame □
- Pedestrian Control □

If YES on any of the above questions, please explain _______________________________________

______________________________________________________________________________

Number of Vehicles/Equipment: Cars ______ Vans ______ Trucks ______ Camera Cars ______

Motor Homes / Trailers ______ other (specify) _________________________________________

Number of Personnel: Cast ______ Crew ______ Extras ______ Total ______

Print Name __________________________ Signature __________________________ Date ______

06/02/17
City of Moorpark
FILM PERMIT
INDEMNIFICATION AGREEMENT

__________________________________________, the Applicant, hereby agrees to indemnify,
defend and hold harmless the City of Moorpark and its officers, employees, servants
and agents from any claim, demand, damage, liability, loss, cost or expense, for any
damage whatsoever, including but not limited to death or injury to any person or injury
to any property, proximately resulting from any act or omission of
__________________________________________, the Applicant, or any of its officers, employees, servants,
agents, or participants in the proposed filming event to occur on the date(s) and
location(s) listed below and at any properties that are publicly owned, including
sidewalks, and the general proximity thereof.

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<tr>
<th>Date(s)</th>
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Applicant Signature ___________________________ Date ____________
City of Moorpark
FILM PERMIT
INSURANCE REQUIREMENTS

The Applicant, agrees to keep in full force and effect the following insurance coverage (listed below) for the period of the subject filming activities pursuant to the permit. Further, applicant agrees to provide the City of Moorpark with a Certificate of Insurance verifying the City of Moorpark and its officials, employees, servants, and agents have been added to the policy as an additional insured for the coverage outlined below. The Certificate of Insurance shall provide for a thirty (30) day notice for the insurance carrier or its appointed representative to the City of Moorpark in the event the insurance is to be canceled.

Minimum insurance requirements for the City of Moorpark Film Permits are as follows:

A. Commercial General Liability not less than the following amounts:
   - $1,000,000 bodily injury, including wrongful death;
   - $1,000,000 bodily injury – aggregate;
   - $1,000,000 property damage – each occurrence;
   - $1,000,000 property damage – aggregate

B. Auto (Comprehensive) Liability not less than the following amounts:
   - $1,000,000 bodily injury, including wrongful death;
   - $1,000,000 bodily injury – aggregate;
   - $1,000,000 property damage – each occurrence;
   - $1,000,000 property damage – aggregate

C. Workers Compensation Insurance as required by applicable law covering the applicant’s employees.

Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Applicant of liability for which applicant is responsible in excess of such coverage.

Applicant shall maintain the insurance required by this paragraph until completion of the filming activities pursuant to the permit. All insurance policies required herein shall be written on an occurrence basis.

Applicant Signature ____________________________ Printed Name ____________________________ Date ____________________________
QUESTIONNAIRE FOR FILMING

PRODUCTION COMPANY: _______________________________________
NAME OF PRODUCTION: _______________________________________

LOCATION OF FILMING: _______________________________________
DATE/S OF FILMING: _______________________________________

Fire Department Film Review Fee for Filming: $228.00
Still Photography Review Fee: $152.00

If any of the following will be present at the production site or base camp area a Fire Code Permit and a Fire Safety Officer may be required.

- Tents 401 to 1600 sq. ft. $190.00
- Tents greater than 1600 sq ft $342.00
- Pyrotechnics (explosives, squibs, open flame) $266.00

Additional activities:
- Interior Set Construction No Yes
- Construction of structures No Yes
- Operation or landing of aircraft or helicopters No Yes
- Stunts No Yes

The Fire Safety Officer is on production company time card and paid by the production company. Current rate is $58.00 an hour with an 8-hour min. Time and a half after 8 hrs and double time after 12 hrs.

Contact Lori Ross, Filming Fire Safety Coordinator, with any questions
805-947-8535 / Lori.ross@ventura.org

Company Representative / Location Contact Name: _______________________
Contact Number: _______________________
