

**APPLICATION FOR FILMING/STILL PHOTOGRAPHY**

PERMIT NO: \_\_\_\_\_

*Please Print or Type*

APPLICATION DATE: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: BUSINESS: \_\_\_\_\_ HOME: \_\_\_\_\_

NAME OF ORGANIZATION / COMPANY: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

\*\*\*\*\*

DESCRIBE TYPE OF ACTIVITY (e.g. Motion Picture, Commercial, Television, Catalog, Magazine, etc.):

DATE(S) AND TIME(S) OF PROPOSED FILMING / PHOTOGRAPHY:

PROPOSED LOCATION(S) OF FILMING/ PHOTOGRAPHY: (attach additional sheet, if necessary)

NAME OF PERSON IN CHARGE AT SITE: \_\_\_\_\_

NUMBER OF PERSONS AT LOCATION (cast & crew included): \_\_\_\_\_

NUMBER AND TYPE OF VEHICLES AT LOCATION: \_\_\_\_\_

TYPE OF SPECIAL EQUIPMENT: \_\_\_\_\_

ANY SPECIAL REQUIREMENTS: \_\_\_\_\_

Signature

Return to: Southold Town Clerk  
Southold Town Hall  
53095 Main Road  
P.O. Box 1179  
Southold, NY 11971

**INDEMNIFICATION AGREEMENT**  
**TOWN OF SOUTHOLD**  
**FILMING/STILL PHOTOGRAPHY PERMIT**

**The Applicant shall indemnify and hold harmless the Town from and against all suits, claims, demands or actions for any damage and/or injury sustained or alleged to be sustained by any party or parties in connection with the performance of filming or still photography by the Applicant, his employees or agents or any subcontractor and in case of any such action brought against the Town, the applicant shall immediately take charge of and defend the same at his own cost and expense. In addition, the Applicant will name the Town as an additional insured on any applicable policies.**

---

Signature

Date

---

Printed name

---

Title

## **APPLICANT'S CHECKLIST FOR FILMING PERMIT**

NOTE: All payments must be cash or certified check.

- \_\_\_ Completed application
- \_\_\_ \$100 nonrefundable application fee
- \_\_\_ Certificate of insurance that evidences a public liability insurance policy covering the town as an additional insured in the amount of \$1,000,000 (one million dollars) per occurrence for the duration of the filming or still photography.
- \_\_\_ Indemnification agreement stating the applicant agrees to assume all liability for and will indemnify and hold the town harmless of and free from any and all damages that occur to persons or property by reason of said filming or still photography.

### Permit Fees (Prior to issuance of permit):

- \_\_\_ Film Fee - \$100 per day of each day covered by the permit
- \_\_\_ Cleanup deposit: Separate check for \$250 for each day covered by the permit.
- \_\_\_ Traffic control fee - \$1000 for each day covered by the permit **if** required by the Chief of Police.
- \_\_\_ Beach Parking fee - \$10 per vehicle, per day between May 1 and September 30.

## **ALL CHECKS MUST BE CERTIFIED**

**NOTE: Additional fees for Cleanup and Traffic Control may be required at the direction of the Chief of Police and Superintendent of Highways**