

**OFFICIAL  
MOTION PICTURE-  
TELEVISION PERMIT**

CITY OF NEW YORK  
MAYOR'S OFFICE FOR FILM, THEATRE AND BROADCASTING  
1697 BROADWAY, NEW YORK, NY 10019  
(212) 489-6710 FAX (212) 262-7677

**PERMIT NO.**

This permit is issued to the applicant to film or televise on streets or property subject to the jurisdiction of the City of New York at the times and locations designated below. The permit must be in the possession of the applicant at all times while on location. For additional assistance call the Permit Division: 489-6710 Ext. 250. Police Unit: 718-526-6442.

**NOT VALID UNLESS SIGNED BY THE MAYOR'S OFFICE FILM COORDINATOR**

**APPLICATION NOT ACCEPTED UNLESS TYPED**

Date \_\_\_\_\_

1. Company: \_\_\_\_\_ Production Contact \_\_\_\_\_

2. Address: \_\_\_\_\_ Tel. No./Fax No. \_\_\_\_\_

3. Location(s): (if more than 2 use schedule "A") \_\_\_\_\_

4. Dates of filming: \_\_\_\_\_ Approx. times: \_\_\_\_\_

5. Scene to be filmed must be described accurately: \_\_\_\_\_

6. Animals, firearms, special effects or unusual scenes: \_\_\_\_\_

7. List production equipment: \_\_\_\_\_ # in cast & crew \_\_\_\_\_

No. of Trucks & plate #'s \_\_\_\_\_

No. of Auto's & plate #'s \_\_\_\_\_

Other vehicles & plate #'s \_\_\_\_\_

8.  Feature Film  TV Movie  TV Series/Special  Commercial  Industrial  Other (Give title, producer, director and identify celebrities)

Publicist & Phone: \_\_\_\_\_ Location Mgr. \_\_\_\_\_ Prod. Mgr. \_\_\_\_\_

9. If TV commercial name product: \_\_\_\_\_

Permits are not issued until the insurance requirements are filled

10. Public Liability Insurance Company, Policy # and Agent: \_\_\_\_\_

Amount: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

The applicant agrees to indemnify the City of New York and to be solely and absolutely liable upon any and all claims, suits and judgments against the City and/or the applicant for personal injuries and property damages arising out of or occurring during the activities of the applicant, his (its) employees or otherwise. The applicant further agrees to comply with all pertinent provisions of New York laws, rules and regulations. This permit may be revoked at any time.

**FOR PARKING REGULATIONS , REFER TO FACT SHEET**

\_\_\_\_\_  
Date Signature of Representative Title

**DO NOT WRITE BELOW THIS LINE**  
The Mayor's Office Seal must be embossed on original copy

Dated \_\_\_\_\_ 19\_\_\_\_

Film Coordinator, Mayor's Office of Film, Theatre and Broadcasting

SCHEDULE "A" - MOTION PICTURE - TELEVISION PERMIT

NAME OF FEATURE \_\_\_\_\_ TEL. NO. \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

1.	LOCATION	DATE	TIME	DESCRIBE SCENE IN DETAIL
2.				
3.				
4.				
5.				
6.				
7.				

# TALENT/MODEL RELEASE

Production: \_\_\_\_\_

Date: \_\_\_\_\_

Dates Specified: \_\_\_\_\_

In consideration of \$ \_\_\_\_\_ received by me from

\_\_\_\_\_, said producer, his successors and assigns shall have the exclusive right to use on his behalf or for his clients or customers the sound films, sound recordings, and/or photographs taken on this date and others specified above by his representative showing me and/or my property. The right to use these sound films, sound recordings, and/or photographs is understood to include the right to make and use reproductions of all or part thereof, to make alterations or additions to the above films, sound recordings, and/or photographs, and to copyright the materials as a whole or in part.

Talent: \_\_\_\_\_  
(sign)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Minor's Parent: \_\_\_\_\_  
(sign)

Witness: \_\_\_\_\_  
(sign)

Producer: \_\_\_\_\_  
(sign)

# LOCATION CONTRACT

Date \_\_\_\_\_

Permission is hereby granted to \_\_\_\_\_

\_\_\_\_\_

(hereinafter referred to as "Producer"), to use the property and adjacent area, located at

\_\_\_\_\_

\_\_\_\_\_

for the purpose of photographing and recording scenes (interior and/or exterior) for motion pictures with the right to exhibit and license others to exhibit all or any part of said scenes in motion pictures throughout the world; said permission shall include the right to bring personnel and equipment (including props and temporary sets) onto said property, and to remove the same therefrom after completion of work.

The above permission is granted for a period of \_\_\_\_\_

from \_\_\_\_\_

at the agreed upon rental price of \_\_\_\_\_.

Producer hereby agrees to hold the undersigned harmless of and from any and all liability and loss which the undersigned may suffer, or incur by reason of any accidents or other damages to the said premises, caused by any of their employees or equipment, on or about the above-mentioned premises, ordinary wear and tear of the premises in accordance with this agreement excepted.

The undersigned does hereby warrant and represent that the undersigned has full right and authority to enter into this agreement concerning the above-described premises, and that the consent or permission of no other person, firm, or corporation is necessary in order to enable Producer to enjoy full rights to the use of said premises, hereinabove mentioned, and that the undersigned does hereby indemnify and agree to hold Producer free and harmless from and against any and all loss, costs, liability, damages or claims of any nature, including but not limited to attorney's fees, arising from, growing out of, or concerning breach of the above warrant.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Company

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Address