

DETROIT FILM OFFICE

City of Detroit – Dave Bing, Mayor

**Film and Video Location Permit Application
2010 Production Year**

Project Name & Brief Description			
<p style="text-align: center;"><u>Important</u> Film projects that depict the City of Detroit or its employees must attach the portion of the script that pertains to the particular scene.</p>			
Type: <input type="checkbox"/> Commercial <input type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Student			
Format: <input type="checkbox"/> Feature Film <input type="checkbox"/> Music Video <input type="checkbox"/> Documentary <input type="checkbox"/> TV/Cable Movie <input type="checkbox"/> TV/Cable Program			
<input type="checkbox"/> TV/Cable Ad <input type="checkbox"/> Commercial Still Photography <input type="checkbox"/> WWW Program <input type="checkbox"/> WWW Ad			
Timeframe in Detroit:		Start:	End:
Production Company:			
Address:			
City, State, Zip			
Business Phone:		Business Fax#:	
Primary Contact:			
Mobile Phone:		Email Address:	

Title	Name	Phone/Email
Producer:		
Director:		
Production Manager:		
Location Manager:		
Insurance Company:	Policy #:	
Agent:		

Attach a certificate of insurance with the "City of Detroit" named and proof of \$1 million of liability insurance.

Detroit Filming Location Detail (date order is preferred)
(Attach a Location Shoot Schedule if available)

Location Description (Include Cross Streets or Address)	Film Shoot Date & Time	Number of On-site Crew	Brief Scene Description

Traffic & Parking Plan: describe vehicle on-site parking plan. List proposed street/lane closures.

Important
Film projects that depict the City of Detroit or its employees must attach the portion of the script that pertains to the particular scene.

List equipment to be used on-site during filming (attach any available detailed drawing or descriptions):

- On-site Equipment & Vehicle Detail (list autos, trucks, cranes, generators, etc.):

- Special Effects: Flammables, Explosives, **Firearms**, Dangerous Materials (a pre-display is required):

- Other:

Municipal Permit Requirements; the following permits are required to begin filming.

1. **Detroit Film Office General Permit:** Required for any film work within municipal boundaries.
2. **Detroit Fire Marshall Permit:** Required for building safety and when any combustible is used (30-day process & review)
3. **Detroit City Engineering Permit:** Required for any use of municipal right-of-way.

Municipal Charges (fees vary by need):

1. **Street closures require both City and State permit if applicable.**
2. **Police Department Services:** Hourly rate applies for required support.
3. **Fire Department Services:** Hourly rate applies for required support.
4. **Department Fees:** Includes, but not limited to: Vehicle Rental, Facility Rental, Parking Meter use, and Refuse/Waste Service.