



FILM & PHOTO SHOOT HANDBOOK



P.O. Box 217, Avalon, CA 90704
310-510-7643
FilmCatalina.com

Updated August 2023

Film & Photo Shoot Handbook

TABLE OF CONTENTS

Section	Page
Welcome Letter	3
Fee Schedules	4
Catalina Island Filming Jurisdictions	5
Important Contacts	6
Film Related Services	7
Catalina Island Facts	10
Maps	15
Film Permit Application Forms	19
Economic Activity Report	35



Thank you for considering Avalon and Catalina Island as a location for your film or photo shoot.

Our unique island makes for a very special location – and presents some unique challenges. This handbook is intended to help you identify and locate those businesses and entities with whom you will have to interface in order to have a successful shoot. The Catalina Island Chamber of Commerce & Visitors Bureau is also available to assist you in processing your permits, answering your questions, and assisting you in finding the products and services you might require from local businesses.

We look forward to working with you!

With warm regards,

The Honorable Anni Marshall
Mayor, City of Avalon

Jim Luttjohann
President and CEO, Film Liaison
Love Catalina Island
Catalina Island Tourism Authority



FEE SCHEDULE

The [City of Avalon](#) requires a business license, a location fee for use of its streets, beaches and piers and requires permits for all vehicles brought into the City of Avalon. The City also requires \$1,000,000 additionally-named liability insurance

coverage, unless aircraft (not including drones) are used, in which case the requirement is \$5,000,000 additionally-named insurance. Fees as of July 1, 2023.

City of Avalon Application Fee	\$150.00 (non-refundable)
City of Avalon Filming Permit Fee	\$264.00 / day – 10 or fewer employees at film location \$353.00 / day – 11+ employees at film location
City of Avalon Business License	\$134.75 good for calendar year
Still Photography Permits	\$123.00 / day
Vehicle fees	\$ 35.00 / day OR \$365.00 per month
Police and Fire fees	Quoted upon review of permit application
Catalina Island Co locations	\$500/day and up depending upon date and impacts
Catalina Island Conservancy Application Fee	\$325.00 (non-refundable)
Catalina Island Conservancy Permit Fees	\$1,500 per day-10 or fewer employees at film location \$2,500 per day- 11-20 employees at film location \$5,000 per day-21 or more employees at film location
Catalina Island Conservancy Security Deposit	\$2,500
Ranger	\$100 per hour, 4 hour minimum

Catalina Island is 76 square miles in size. The City of Avalon is 2.7 square miles total. The remainder of the island is owned and operated by the Catalina Island Company and/or the Catalina Island Conservancy. Contact names and information for the various parts of the island are included within the handbook.

Fee waivers may be requested for hosted media, student shoots and on a case by case basis for other projects. Business License fees may not be waived but may be covered by a hosting entity in certain cases. Contact Jim Luttjohann @ jim@lovecatalina.com for fee waiver requests.

FILMING ON CATALINA ISLAND

Catalina Island is a very unique and desirable location; however it is not for everyone. There are many logistics in staging a shoot on Catalina Island, and in some cases these create challenges and cost control issues.

Jurisdictions

There are several businesses/agencies/entities involved in shooting on Catalina Island. Each entity has its own insurance needs, requirements, permits and approval process. *See map on page 15.*

[City of Avalon](#) – The City is responsible for all of the roads, structures, services and facilities within the town of Avalon, unless otherwise shown as a Catalina Island Company property. The City will be the clearinghouse and will drive the permitting process. The Catalina Island Chamber of Commerce & Visitors Bureau also known as LOVE Catalina Island works with scouts and helps facilitate the permitting process for the City and Conservancy. The City of Avalon will also generate cost estimates for city services, sheriff services and other pertinent fees, where applicable.

[City of Avalon Harbor Department](#) – Operates all on water operations and the Green Pleasure Pier. All moorings, boat traffic patterns and pier operations must run through the Harbor Department.

[Catalina Island Company and Two Harbors Enterprises](#)– Operates the Casino Building, Catalina Island Golf Course, Catalina Island Country Club, Descanso Beach Club, all operations in Two Harbors and individual roads and facilities in the City of Avalon. They also own and operate some roads within the island interior.

[Catalina Island Conservancy](#) – The Conservancy operates the Wrigley Memorial Gardens in Avalon and the entire “Interior” of Catalina Island. If a shoot is to take place outside of the City of Avalon or at Two Harbors, then most likely it will be held on Conservancy property and a Conservancy issued permit will be required.

[Los Angeles County Baywatch Lifeguards](#) – The office has jurisdiction over all paramedic services on the island, they initiate any Search & Rescue operations, and oversee all safety issues on the beaches or in the water.

[California Department of Fish & Wildlife](#)- This State agency has jurisdiction over Marine Protected areas variously located around the island.

IMPORTANT CONTACT INFORMATION

The following are phone numbers for the specific agencies that you might need to contact regarding your film and/or photo shoot. All mail should be sent to the listed P.O. Box; all shipping should be sent to the street address.

Film Office: Love Catalina Island

Film Liaison / Filming Permits 310-510-7643
Jim Luttjohann, President/CEO & Film Liaison
Email: jim@lovecatalina.com
P.O. Box 217
Avalon, CA 90704

City of Avalon Services and Agencies:

City of Avalon, City Manager's Office
Devin Hart, Administrative Analyst 310-510-0220 x 126
P.O. Box 707 (400 Avalon Canyon Road)
Avalon, CA 90704

City of Avalon Harbor Department 310-510-0535
Orne Carstarphen, Harbor Master
P.O. Box 707, 9 Green Pleasure Pier
Avalon, CA 90704

City of Avalon Fire Department 310-510-0203
Michael Alegria, Chief
P.O. Box 707, 420 Avalon Canyon Road
Avalon, CA 90704

Los Angeles County Sheriff's Department, Avalon Station 310-510-0174
Joe Badali, Captain
P.O. Box 1551, 215 Sumner Ave.
Avalon, CA 90704

Los Angeles County Baywatch Lifeguards 310-510-0856
P.O. Box 385, 4 Green Pleasure Pier, Avalon, CA 90704

California Coastlines and Marine Protected Areas
Dr. Craig Shuman, California Department of Fish & Wildlife 831-649-2870
Email: AskMarine@wildlife.ca.gov
20 Lower Ragsdale Drive, Suite 100
Monterey, CA 93040

Catalina Island Conservancy 310-510-7643
Jim Luttjohann, Love Catalina Tourism Authority
Email: jim@lovecatalina.com
P.O. Box 217
Avalon, CA 90704

Catalina Island Company / Two Harbors Enterprises
Rudy Alvarez 310-510-2000

Email: Ralvarez@scico.com
P.O. Box 737
Avalon, CA 90704

Radio Communications:

Catalina Island Amateur Radio Frank Shannon, President	310-457-2231
---	--------------

Cross Channel Transportation

Catalina Express (Long Beach, San Pedro, Dana Point)	310-519-1212
---	--------------

Catalina Flyer (Newport Beach)	800-830-7744
-----------------------------------	--------------

Island Express Helicopters (San Pedro, Long Beach, Santa Ana, Burbank)	310-510-2525
---	--------------

Avalon Freight Services (barge based cargo services from San Pedro)	310-221-6290
--	--------------

Catalina Flying Boats (air freight)	310-510-1441
-------------------------------------	--------------

Catalina Classic Cruises (group charters)	562-495-3565
---	--------------

On-Island Transportation

Avalon Shoreboat / Water Taxi	626-290-2888
-------------------------------	--------------

Avalon Transit (public/charter bus)	310-510-0081
-------------------------------------	--------------

Catalina Safari Bus	310-510-2800
---------------------	--------------

Catalina Taxi and Tours (taxi, charters & shuttle, deliveries)	310-510-0342
--	--------------

Catalina Island Company Tram & Bus Charters	310-510-2000, x 1223
---	----------------------

Catalina Island Fact Sheet

OWNERSHIP:

The first American owner was Thomas Robbins who acquired the island in 1846 by a land grant from Pio Pico, the last Mexican governor of California. The island land changed hands several times before most of the island was acquired by the Banning brothers who incorporated the Santa Catalina Island Company in 1894. Present ownership of that company stems from majority interest stock purchases made by William Wrigley Jr. in 1919. In 1975, the Santa Catalina Island Conservancy, a non-profit operating foundation, acquired title to approximately 42,139 acres of Catalina, now owns approximately 88% of the island's 76 square miles.

CITY OF AVALON:

Avalon, the major city on the island, is a general law city and was incorporated in 1913. The population is about 3,700, although summer and weekend population rises to over 10,000. The area of the city is approximately 802 acres, or slightly over one square mile.

Approximately 30% of the land area in Avalon is independently owned. The other 70% is owned by the Santa Catalina Island Company. Private property may be purchased from individual owners.

GOVERNMENT AND UTILITIES:

Avalon is governed by a 5-member City Council, including the Mayor. The chief administrator of Avalon is the City Manager. Avalon is in Los Angeles County and Police and Fire protection, the Sheriff's Department, the Library, the Health Nurse, and the Justice Court is operated by contracts with Los Angeles County. The school system (Grade K through 12) is part of the Long Beach Unified School District. Avalon has a 12-bed municipal hospital with an adjoining medical clinic. Electricity, water and gas for Catalina are supplied by Southern California Edison Company.

Cable and Internet services are provided by Catalina Broadband or via satellite services.

CATALINA "FIRSTS":

Communication:

Pigeons were used to carry messages between Catalina and the mainland from the 1850's to as late as 1899. The world's first commercial wireless telegraph station was built in Catalina in 1902, and was the news source for Avalon's newspaper, *The Wireless*. The first commercial radio telephone system was installed at Pebbly Beach in Avalon in 1919. The first American-made submarine cables in the U.S. were laid between Avalon and the mainland laid in 1923. The first civilian use of microwave system (a World War II secret development), the Catalina microwave station was installed in May 1946.

Transportation:

The first side-wheeler boat service to Catalina was in 1880. The first cross-channel steamer service began in 1888. The first cross-channel airplane flight was made by Glenn L. Martin in 1912. The first commercial aviation service between Catalina and the mainland (by amphibian airplane) was in 1919. The first helicopter service between Catalina and the mainland was in 1977.

Avalon is the first city in California empowered by the State Legislature to control the number, size, speed, and noise of vehicles operating within the city limits.

Recreation:

The Catalina Island Golf Course was the first golf course in Southern California, built in 1892. The first successful glass bottom boat was launched in Catalina in 1896. The first cross-channel swim, named the Wrigley Ocean Marathon, was held in 1927.

TRANSPORTATION IN AVALON:

Taxi, van and bus services operate in Avalon. The most common mode of transportation is golf carts, bicycles. The use of automobiles is subject to City permit. Avalon is the only city in

California authorized by the State Legislature to regulate the number and size of vehicles authorized to drive on city streets. Currently, there is multi-year waiting list to own a car on the island and there are no rental cars available.

YACHTING & BOATING:

Catalina is a popular offshore rendezvous for Southern California yachtsmen. Moorings, supplies and services for yachtsmen are available in Avalon (check with Avalon's Harbor Master) and at Two Harbors (contact Catalina Harbor Department). Avalon Harbor is a no discharge area and moorings are on a first-come, first-served basis. There are approximately 400 moorings at Avalon, approximately 720 moorings elsewhere around the Island, including 257 at Isthmus Cove.

MINING:

In 1863 and 1864, gold and silver prospectors stampeded to Catalina and, under the mistaken impression they were on public lands, staked out "claims", but they were forced off the island when the U.S. (Union) Army occupied Catalina during the Civil War. However afterwards, mining was resumed on an organized basis. In the 1920's, a mine in the Black Jack area and another in the Pebbly Beach area were developed and successfully extracted silver, zinc and lead until the reduced value of these metals made operations unprofitable and the mines were closed.

EL RANCHO ESCONDIDO:

El Rancho Escondido is a privately owned working ranch and Vineyard in Catalina's interior.

ANIMALS:

Catalina is home to an interesting variety of land and marine animals. Catalina is the only Channel Island with rattlesnakes and native

quail. The island has its own subspecies of ground squirrel and its own subspecies of the Channel Island fox. Catalina's **native species** are an essential part of a special and interesting ecosystem. Since its discovery by the Spaniards, many animals have been introduced to Catalina, including pig, goat, deer, and the American Bison. Fourteen buffalo (Bison) were brought to Catalina in 1924 for use in the filming of "The Vanishing American" and were left here. In 1934, eleven additional bison were purchased to supplement the herd, which by then had increased to nineteen. Today there are approximately 100 bison roaming Catalina Island.

BIRDS:

More than 100 species or varieties of birds make Catalina their permanent or transitory home. They include the Catalina Quail, (*Lophortyx californica catalinensis*), a separate and distinct subspecies that grows larger than the mainland quail. Other Catalina birds include ravens, mocking birds, shrikes, burrowing owls, red-tailed hawks, peregrine falcons, turkey and bald eagles. Through a joint project of the Catalina Island Conservancy and the Institute for Wildlife Studies, bald eagles again soar above Catalina. The island is also home to pelicans, cormorants and is a nesting site for western gulls.

FISH:

Game fish of Catalina include marlin and broadbill swordfish, tuna, yellowtail, albacore, white sea bass, barracuda, mackerel and bonito. Other Catalina fish include black sea bass, opaleye, halfmoon, Garibaldi, kelp bass, kelp perch, kelpfish, sheepshead, California moray, grouper, red snapper, sand dabs, sole, halibut, whitefish, sculpin, flying fish and shark.

FLORA:

Land – There are nearly 400 identified species of plant life on Santa Catalina Island. Eight are endemic or native only to Catalina. In addition to the Catalina Ironwood (*Lyonothamnus floribundus floribundus*) and St. Catherine's Lace (*Erigonum giganteum giganteum*), these include Catalina Mahogany (*Cerocarpus traskiae*), Wild Tomato (*Solanum wallacei wallacei*), Catalina manzanita (*Arctostaphylos catalinae*), Catalina Bedstraw (*Galium catalinense*), Yerba Santa (*Eriodictyon traskiae traskiae*), and Live Forever (*Dudleya hassei*). Other trees and plants native to Catalina include Catalina Cherry, Island Oak, Toyon, California Lilac (2 species), Island Bush Poppy, Mariposa Lily, Blue Dicks, Shooting Star and Island Poppy. Plants introduced over the years that thrive in Catalina include many species of Eucalyptus, Palm, various conifers, Cacti, Geranium and several beautiful forms of Bougainvillea.

Sea – Catalina marine plants include Giant Bladder Kelp, Southern Sea Palm, Sea Heather (*Sargassum*), and several varieties of colorful Algae.

CAMPING:

Avalon: The Hermit Gulch Campground is the closest campground to town and is located on Avalon Canyon Road. It accommodates 300 people. This trailhead campground provides BBQ pits (no wood fires), picnic tables, indoor hot showers and is handicapped accessible. Rental tent cabins and equipment are available and there is a small store. A ranger is on site daily.

Interior of Catalina Island: Catalina campsites include Blackjack, Little Harbor, Two Harbors and Parson's Landing. The Blackjack Campground is nestled among pine and eucalyptus trees in Catalina's interior near 2,097-foot Mt. Orizaba, Santa Catalina Island's highest peak. At 1,600 feet above sea level, the facility provides eleven campsites with sweeping views of rolling terrain to the ocean.

Little Harbor Campground is rated "One of the Best Campgrounds in the West" by Sunset Magazine. Little Harbor is a sandy, beachfront campground located about seven miles east of Two Harbors and 16 miles from Avalon. The Two Harbors Campground offers regular tent camping and unique tent cabins. The campground sits on a bluff overlooking the Pacific Ocean at Catalina's Isthmus, just a quarter-mile outside the village of Two Harbors. The campground features 42 individual sites and three group-camping areas. The **Parson's Landing Campground** offers eight secluded beach primitive camping sites, located seven miles west of the village of Two Harbors. Camping is by permit only and advance reservations are required. Contact the Catalina Island Company at 310-510-TENT (8368).

HIKING:

For safety and maximum enjoyment, hiking into the interior requires a hiking permit (no fee), which can be obtained at the Catalina Island Conservancy's Trailhead Center located at 708 Crescent Ave, in Avalon.

CATALINA ISLAND CONSERVANCY:

In 1972, members of the Wrigley Family established the Santa Catalina Island Conservancy as a private, non-profit organization dedicated solely to the conservation and preservation of Catalina Island. With more than 42,000 acres and 48 miles of coastline under its charge, the Conservancy's legal mandate is to preserve the island's native plants and animals, its biological communities and its geological and geographical formations of educational interest. Equally important, the Conservancy also manages the island's open space for controlled recreational purposes.

LOS ANGELES COUNTY:

In 1974, in a significant gesture to help create the Conservancy area, an easement agreement was signed with Los Angeles

County, giving the County the right to share the use of 42,000 acres of Catalina's interior and much of its coastline for park, conservation and recreation uses for a period of 50 years. Los Angeles County Department of Parks and Recreation designed a 3,000-square foot interpretive center, which is located in Avalon Canyon, just below the Wrigley Memorial and Botanic Garden. The center consists of displays showing the history of the Easement Agreement with the Conservancy, a large topographical relief map of Catalina Island and various other displays on the flora and fauna of the area.

CATALINA'S "AIRPORT-IN-THE-SKY":

The Airport in the Sky is open to the public and owned and operated by the Catalina Island Conservancy. It is located approximately 10 road miles from Avalon. At an elevation of 1,602 feet it was built by leveling two mountain peaks. An asphalt-paved 3,250-foot runway can handle aircraft up to and including DC-3's. The Administration Building has a Pilot's Lounge, a historical native, Indian artifacts display, Airport in the Sky Gifts & Restaurant and restrooms. Breakfast and lunch are served daily. At the airport, the Catalina Conservancy has established the Catalina Nature Center to help visitors enjoy and understand the exceptional characteristics of Catalina's natural history and native plants. This is also a hub for hiking on Santa Catalina.

GEOGRAPHY:

From the mainland at the San Pedro breakwater to the city of Avalon is 21.8 miles; to Two Harbors it is 19.7 miles. Catalina's "Airport-In-The-Sky" is approximately 37 miles SSW of Los Angeles International Airport. Distance from Avalon to Two Harbors is 13.4 miles by boat, 23 miles by road. The length of the Island is 21 miles and the width is 8 miles at its widest point (Long Point) and 1/2 mile at Two Harbors Isthmus. Its perimeter is 54 miles

and encompasses approximately 47,884 acres or about 76 square miles. The highest elevations are Mt. Orizaba (2,069 feet) and Mount Black Jack (2,006 feet). The deepest water between Catalina and the mainland is approximately 3,000 feet or more than 1/2 mile. Water temperature ranges from 64 to 73 degrees in the summer and 54 to 59 degrees in winter.

MARINE PROTECTION AREAS (MPAs):

Coastal, shoreline and waters around Catalina include many protected areas including Arrow Point, Blue Cavern, Casino Point, Cat Harbor, **Farnsworth, Long Point and Lover's Cove.** For maps and details please visit [/www.wildlife.ca.gov/Conservation/Marine/MPAs](http://www.wildlife.ca.gov/Conservation/Marine/MPAs).

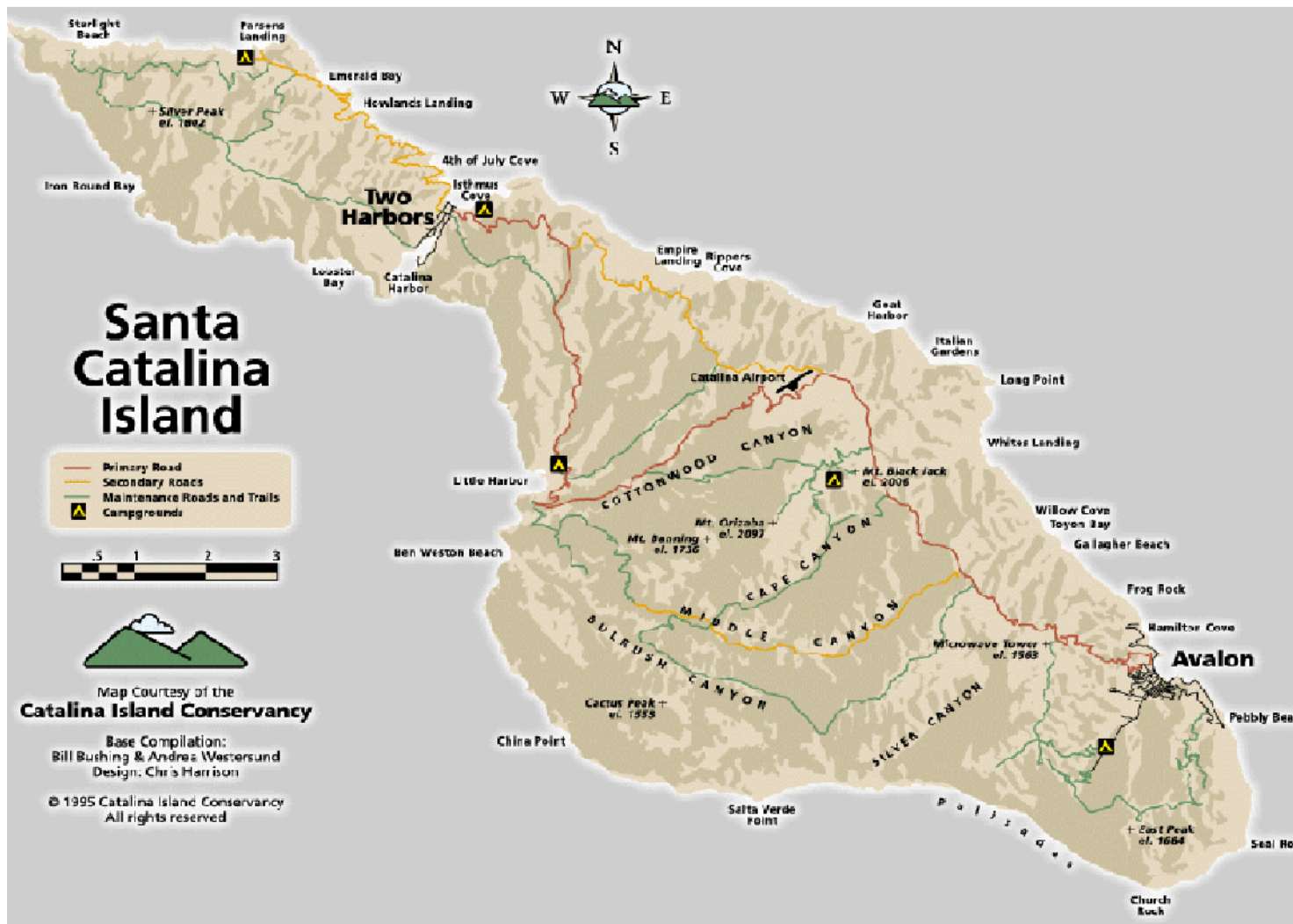
Use of Drones:

The City of Avalon follows the guidelines of the California Film Commission with the addition of requiring a visual observer in addition to the operator. Drones MAY NOT fly directly over people including cast and crew without an FAA waiver. Area Homeowner Associations generally prohibit use of drones in total. Completion of the California Film Commission Questionnaire and supplying supportive documents is a requirement for filming with a drone in Avalon. Drone filming in Catalina Island Conservancy areas requires a separate permit due to stringent federal regulations related to the Airport in the Sky and wildlife conservation.



Figure 1 Map of Avalon

Catalina Island Maps



SANTA CATALINA
ISLAND

Land Ownership Map

Quantification of Matrix Cellulose Content

1000

- | Account | 2011 | 2010 |
|-----------------------------------|------------|------------|
| 1. Cash | 1,000,000 | 1,000,000 |
| 2. Accounts receivable | 1,000,000 | 1,000,000 |
| 3. Inventory | 1,000,000 | 1,000,000 |
| 4. Prepaid expenses | 1,000,000 | 1,000,000 |
| 5. Property, plant, and equipment | 1,000,000 | 1,000,000 |
| 6. Intangible assets | 1,000,000 | 1,000,000 |
| 7. Other assets | 1,000,000 | 1,000,000 |
| 8. Accounts payable | 1,000,000 | 1,000,000 |
| 9. Accrued liabilities | 1,000,000 | 1,000,000 |
| 10. Deferred tax liabilities | 1,000,000 | 1,000,000 |
| 11. Other liabilities | 1,000,000 | 1,000,000 |
| 12. Equity | 1,000,000 | 1,000,000 |
| 13. Total | 10,000,000 | 10,000,000 |

Medical history



Santa Catalina Island Company
8421 18th
Avon, CA



PERMITTING PROCESS CHECKLIST

- ☐ Complete and submit Film Permit Application for each entity and appropriate fees (application fees, vehicle fees, etc.).
- ☐ Include proof of Liability Insurance (see applications for requirements)
- ☐ **Complete California Film Commission's Drone Questionnaire**, if drone use is planned (see application for requirements)
- ☐ Include proof of drone operator certifications (see application for requirements)

All applications, insurance forms and fees must be received
NO LATER THAN SEVEN (7) working days prior to the start of filming.

Send ALL City of Avalon or Conservancy application & insurance forms and fees to:

Jim Luttjohann
Filming Permits
Love Catalina Island, Catalina Island Tourism Authority
PO Box 217 (#1 Green Pleasure Pier)
Avalon, CA 90704
jim@lovecatalina.com

Checks should be made payable to: City of Avalon
Credit Card payments may be made by phone upon application or approval

For filming outside the City of Avalon or Catalina Island Conservancy, please contact the Catalina Island Company for permit, insurance and fee information.

CITY OF AVALON FILM PERMIT APPLICATION

Please visit the City online application form [here](#) or Complete the forms below and return to: Love Catalina Island, Filming Permits, P.O. Box 217, Avalon, CA 90704. Email to jim@lovecatalina.com. This application must be received at least SEVEN (7) working days prior to the start of filming, with insurance certificates, endorsement forms for additional insured and the appropriate fees enclosed.

TYPE OF FILMING ACTIVITY	
Filming TV or Motion Pictures	<input type="checkbox"/>
Still Photography	<input type="checkbox"/>
Student Project	<input type="checkbox"/>
Commercial or _____	<input type="checkbox"/>
Fee Waiver Request	
Student Project	<input type="checkbox"/>
Hosted Media	<input type="checkbox"/>
Name of Host: _____	
Other: _____	
<input type="checkbox"/>	

Date of Application: _____

Production Company: _____

Title of Film/Program _____

of people _____

Billing address

_____	_____	_____	_____	_____
Code	Street	City	State	Zip

Business Telephone _____ Email address _____

Contact Person _____ Telephone _____ Cell _____ Fax _____

Date(s) _____ Times _____ # of Days _____

Locations to be used (includes beaches, streets & piers and additional locations):

Description of activities at location:

Description of construction (sets, props, ramps):

Insurance: \$1,000,000.00 combined single limits (\$5,000,000.00 additional if aircraft is involved) naming the City of Avalon, its council, managers, officers, employees and agents as additional insured on a SEPARATE additional insured's endorsement form. Address for the City of Avalon is PO Box 707, Avalon, CA 90704. Proof of compliance with Workers Compensation coverage required.

_____ hereby agrees to defend, indemnify, save and hold harmless the City of Avalon, its officers, employees and agents from any and all loss, liability, damages or costs they may incur or that arise out of or are related to the permitted activities whether based on the passive or active negligence or any alleged breach of duty or otherwise of the City of Avalon, its officers, employees and agents and from any loss, liability, and costs, including attorney's fees, that they may sustain by violation of this covenant not to sue.

Applicant's Signature: _____ Date: _____

Printed Name: _____ Title: _____

In order to comply with Labor Code Section 3711(a), **the following proof of valid workers' compensation** insurance is attached: **Copy of current workers' compensation coverage certificate; or, Proof of consent to self-insure from the State Department of Industrial Relations; or, Certification that the business is not subject to the state workers' compensation laws:**

I certify that in the performance of work for which this license is issued I shall not employ any person in a manner so as to become subject to the workers' compensation laws of California.

Applicant's Signature: _____ Date: _____

Authorization to Proceed:

Film Permit Approved: _____ Date: _____
City Manager, City of Avalon

-or-

Film Permit Approved with the following conditions:

_____ Date: _____
City Manager, City of Avalon

-or-

Application Denied: _____ Date: _____
City Manager, City of Avalon

FOR CITY USE

FIRE DEPT. _____ HARBOR DEPT. _____ PUBLIC SAFETY _____ PUBLIC WORKS _____
FINANCE _____

INSURANCE _____ ATTACHED _____ ON FILE _____ EXP. DATE _____ ADDT'L.
INSUREDS _____

PERMIT FEE _____ DATE RECEIVED _____ VEHICLES (# & TYPE) _____

Public Safety

☐ Blocking public streets

☐ Aerial work

☐ Standby fire/rescue
equipment

☐ Special effects (pyrotechnics)

BUSINESS LICENSE FEE _____ DATE RECEIVED _____

NOTE: Fees: The Application Fees is \$150.00. The Motion Picture or television film permit fee is \$264 per day if 10 or fewer employees at film location/\$353 per day 11 or more employees at film location. A City of Avalon Business License is \$134.75 non-pro-rated. Still Photography permits shall be \$123.00 per day. A temporary City vehicle parking permit is \$35 per day or \$365 per month.

Revised 8/16/2023 JL



City of Avalon

P.O. Box 707

Avalon, CA 90704

Telephone: (310) 510-0220 Fax: (310) 510-0901

Website: www.cityofavalon.com

BUSINESS LICENSE APPLICATION

Print or Type all information. Complete all items that apply.

A. Business Name (if applicable): _____
Business Mailing Address: Street: _____ PO Box _____
City _____ State _____ Zip _____
Business or Rental Property Street Address: _____
Business Telephone Number: () _____ Email: _____

Owner Name: _____ Owner's SS#: _____
Owner Mailing Address: Street: _____ PO Box _____
City _____ State _____ Zip _____
Owner Telephone Number: () _____ Fax Number () _____

Type of Business: _____ Date Started: _____	
Ownership Type: Sole Proprietorship Corporation Partnership	
State EID#: _____ Federal EID#: _____	
State Sales Tax Number: _____ State Contractors Lic#: _____	

B. TO BE COMPLETED IF YOU HAVE VEHICLES ASSOCIATED W/ BUSINESS

Number of Power Vehicles under 20 feet: _____, over 20 feet: _____

Number of Non-Power Vehicles under 6 feet: _____, over 6 feet: _____

C. TO BE COMPLETED IF FOOD OR ALCOHOLIC BEVERAGES ARE SERVED

• Separate Bar yes no	• Entertainment Provided yes no
• Dancing Allowed yes no	• Take-Out Restaurant yes no
• Outside Service yes no	• Outside Service After 11PM yes no
Seating Space less than 100 seats	Seating Space more than 100 seats

D. TO BE COMPLETED IF YOU HAVE RENTAL OR DWELLING UNITS

Number of Units: _____

Do you have transient rentals (Less than 30 consecutive days)? yes no

Does rental of your unit include use of a vehicle or autoette? yes no

If yes, do you have off street parking? yes no

Do you have an active Conditional Use Permit for this address? yes no

Does a Management Company represent this property? yes no

Management Company Name: _____

Mailing Address: Street: _____ PO Box _____

City: _____ State: _____ Zip: _____

Telephone: () _____ Fax: () _____

E. TO BE COMPLETED IF YOU HAVE AMUSEMENT OR VENDING MACHINES

• Number of Amusement Machines: _____ • Number of Vending Machines: _____

F. PLEASE GIVE A BRIEF DESCRIPTION OF THE BUSINESS:

G. IF YOUR BUSINESS IS CONDUCTED ON LEASED OR RENTED PROPERTY,
DO YOU HAVE PERMISSION FROM THE PROPERTY OWNER? yes no

Property Owners Name: _____

Mailing Address: Street: _____ PO Box _____

City: _____ State: _____ Zip: _____

Telephone: () _____ Fax: () _____

H. MAINLAND CONTRACTORS:

Physical Address of work to be performed in Avalon: _____

APPLICANT SIGNATURE: _____ DATE: _____

B. TO BE COMPLETED IF YOU HAVE VEHICLES ASSOCIATED W/ BUSINESS

C. TO BE COMPLETED IF FOOD OR ALCOHOLIC BEVERAGES ARE SERVED

D. TO BE COMPLETED IF YOU HAVE RENTAL OR DWELLING UNITS

E. TO BE COMPLETED IF YOU HAVE AMUSEMENT OR VENDING MACHINES

F. PLEASE GIVE A BRIEF DESCRIPTION OF THE BUSINESS:

G. IF YOUR BUSINESS IS CONDUCTED ON LEASED OR RENTED PROPERTY,

H. MAINLAND CONTRACTORS:

APPLICANT SIGNATURE: _____ DATE: _____

FINANCE DEPT USE ONLY:

License No: _____

Receipt No: _____

Amount Paid: _____

Date: _____

WORKER'S COMPENSATION INSURANCE

PLEASE COMPLETE THIS FORM AND RETURN WITH THE APPROPRIATE INFORMATION
ATTACHED

In order to comply with Labor Code Section 3711(a), the following proof of valid worker's compensation insurance is attached (please select one):

- ☐ Copy of current worker's compensation insurance coverage certificate
- ☐ Proof of consent to self-insure from the State Department of Industrial Relations
- ☐ Certification that the business is not subject to the state worker's compensation laws:

I certify that in the performance of work for which this license is issued I shall not employ any person in a manner so as to become subject to the worker's compensation laws of California.

Signature

Date



QUESTIONNAIRE

Request to Use Unmanned Aircraft Systems (UAS) for Filming

CFC PERMIT APPLICATION #:

Date _____ Production Company _____
Type of Production _____ Production Title _____
Proposed Film Date(s) _____ Production Contact _____

Contact's Cell# _____ Email Address _____

Location Address _____ **Hours of UAS Activity**
 _____ From _____ [] a.m. [] p.m. to _____ [] a.m. [] p.m.

Location Address #2 _____ **Hours of UAS Activity**
 _____ From _____ [] a.m. [] p.m. to _____ [] a.m. [] p.m.

UAS Company _____ **Primary Contact** _____

Address _____ **Cell#** _____

_____ **Email Address** _____

UAS / AIRSPACE INFORMATION

Make/Model of Aircraft _____ Registration# _____

Make/Model of Aircraft _____ Registration# _____

Total Payload Weight (incl. UAS/camera/additional equipment) _____

Class of Airspace UAS Activity Will Occur in: ☐ **B** ☐ **C** ☐ **D** ☐ **E** ☐ **G**

Restricted Areas or Temporary Flight Restrictions (TFR) Within Proposed Time/Area of Operation? ☐ Yes ☐ No

REMINDER: if you are flying in Class B, C, D or E airspace, ATC authorization is required for all UAS activity.

UAS OPERATING AUTHORITY:

☐ 14 CFR Part 107 ☐ Title 49 ("Hobbyist" Rules) – *For Students Only*

Part 107 Requirements

Name of Remote Pilot in Command _____

Remote Pilot's Phone# _____ Remote Pilot's Certificate# _____

If Remote Pilot will not be operating UAS, name of person operating UAS under the direct supervision of Remote Pilot _____

Visual Observer: ☐ Yes ☐ No

Please provide the following:

- ☐ Copy of Remote Pilot Certificate
- ☐ Copy of Part 47 or Part 48 Registration Certificate for each UAS listed above
- ☐ Description of planned flight operations, including diagrams, charts and maps as applicable
- ☐ Certificate of Insurance & Endorsement ☐ Copy/screen shot of ATC approval to operate in restricted airspace

For Students Enrolled at an Accredited Educational Institution Operating Under "Hobbyist" Rules

Name of Operator _____ Operator's Phone# _____

Name of School _____

Please provide the following:

- ☐ Copy of UAS Registration ☐ Certification letter from school (on school stationery)
- ☐ Detailed description of proposed UAS activities ☐ Name of community-based organization's safety guidelines
- ☐ Certificate of Insurance & Endorsement under which you will be operating

WAIVERS: Please note that students may not apply for FAA waivers. For Part 107 Remote Pilots: if you are requesting any of the following activities, please check all that apply and furnish proof of waiver from the FAA upon submission of this document.

- ☐ Flight over non-participants (§107.39) ☐ Night flight (§107.29)
- ☐ Operating from a moving vehicle (§107.25) ☐ Flight altitude restrictions (§107.51)
- ☐ Operating multiple small UAS' (§107.35)

Remote Pilot in Command is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all Part 107 standards and requirements.

Signature of Remote Pilot in Command or Authorized Company Representative

Print Name _____ Title _____

Student enrolled at an accredited educational institution is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all community-based safety guidelines.

Signature of Student Operator

Print Name

Best Practices for UAS Operations

Although not specified in Part 107 Rules, the CFC suggests the following for optimum safety:

- Use of a visual observer.
- UAS operator should scout location site(s) of proposed drone activity in advance of filming.
- Operator should be at least 21 years of age.
- Operator should possess a Motion Picture & Television Operations Manual.
- Operator should have previous film set experience.

****IMPORTANT****

Please allow up to seven (7) business days to process requests for film permits that include the use of drones, and be aware that the process will not begin until all required documentation has been submitted.

Also note that meeting all qualifications required of a Remote Pilot does not guarantee that permission to fly a small UAS over State property will be granted. We will review applications on a case-by-case basis and consent or deny requests based on location conditions and specific agency guidelines.

Please visit the Conservancy online application form [here](#) or Complete the forms below and return to: Love Catalina Island, Filming Permits, P.O. Box 217, Avalon, CA 90704. Email to jim@lovecatalina.com. This application must be received at least SEVEN (7) working days prior to the start of filming, with insurance certificates, endorsement forms for additional insured and the appropriate fees enclosed.

FILMING LOCATION AGREEMENT

This Agreement made and entered into on _____ by and between SANTA CATALINA ISLAND CONSERVANCY (a California non-profit corporation, including its directors, officers, employees and other representatives) ("Permitor") and _____ ("Permitee").

In consideration of the covenants herein contained, the parties hereto mutually agree as follows:

1. PERMIT GRANTED AND REVOCABLE – Permitor grants to Permitee a revocable Permit and privilege, per and after notice and opportunity to cure, to film on the Premises, as hereinafter defined in paragraph 19A, in accordance with the terms and conditions of this Agreement. Permitee shall be in default of this Agreement if it shall fail to perform or observe any obligation or requirement of this Agreement and Permitee fails to cure such failure, if curable, with all reasonable promptness (not to exceed 24 hours in any event), after receipt of oral or written notice from Permitor. If Permitee is in default, Permitor may terminate this Agreement immediately on oral or written notice, without any obligation of reimbursement of any previously paid fees, but such termination shall not cancel Permitee's obligation to pay any outstanding fees due.

2. INSURANCE - Permitee during the term of this Agreement shall, at its sole cost and expense, maintain commercial general public liability insurance in terms of not less than \$2,000,000 general aggregate covering personal injury and property damage and \$1,000,000 Third Party Property Damage. All policies insuring against liability for personal injury or death or damage to property shall include the contractual liability of Permitee arising by reason of the indemnity provisions of the Agreement, and shall be issued in the name of Permitee and shall name Permitor and Conservancy Parties as additional insured/losspayee.

3. WORKERS COMPENSATION - Permitee shall comply with all applicable Workers' Compensation laws and provide Workers' Compensation Insurance for all persons employed by it in the premises covered by this Agreement or in connection with the business conducted pursuant to this Agreement and shall pay any and all contributions, taxes and costs of such insurance and benefits payable thereunder which are required to be withheld and/or paid by any employer under the provisions of any applicable present or future law, ruling or regulation.

4. PRIMARY INSURED - Policies of insurance which Permitee must provide pursuant to the provisions of this Agreement may be blanket insurance policies covering Permitee. All policies shall contain an endorsement whereby the carrier agrees that its insurance is primary and not contributory with or in excess of any coverage which Permitor and Conservancy Parties may carry. Permitee shall deliver to Permitor the certificate of insurance prior to the commencement date of the term of this agreement and thereafter, not less than thirty (30) days prior to the expiration dates of the policies theretofore furnished, the renewal certificates thereof. Each policy shall provide that it cannot be canceled or materially changed except on thirty (30) days' notice by the insurance carrier to Permitor. Permitee hereby waives all subrogation rights of its property insurers against Permitor or Conservancy Parties, their directors, officers, employees and permitors. If Permitee cannot waive such subrogation rights, Permitee shall obtain an express subrogation waiver from its property insurers in favor of Permitor and Conservancy Parties.

5. CLAIMS WAVED - As a material part of the consideration to be rendered Permitor and Conservancy Parties by Permitee under this Agreement, Permitee agrees to and hereby does waive all claims against the Permitor or Conservancy Parties for loss of or damage to goods, wares, merchandise and property of all kinds, and for the injury to or death of any person from any cause, related to the use of the Premises by Permitee. Permitor and Conservancy Parties shall not be liable for any claims for loss, theft, damage, disappearance or injury of or to any of the materials, tools, equipment and/or other property of any nature of Permitee, or in the possession or custody of Permitee, or in transit or delivery to or from the premises covered by this Agreement. Permitor and Conservancy Parties shall not be liable for any loss or damage to, interference with, or suspension of the business of Permitee, for any reason.

6. INDEMNIFY AND HOLD HARMLESS - Permittee agrees to indemnify and hold Permitter and Conservancy Parties harmless from and against any and all claims, actions, costs, expenses, losses, liabilities, damages, penalties and demands whatsoever (together with reasonable outside attorney fees and costs) arising out of, concerning or affecting this Agreement or the business conducted by Permittee, including but not limited to (i) death or damage or injury to persons or property of permitors, employees or invitees of Permittee, Permitter or Conservancy Parties, or others, occurring on the Premises covered by this Agreement, or any other place, by reason in whole or in part of the operation of Permittee's business; (ii) violations or infringement of patents, copyrights, trademarks, trade names or any other rights of others; and (iii) breach of warranties or other undertakings or duties of Permittee unless such claim, action, cost, expense, loss, liability, damage, penalty or demand is caused by the negligence or willful misconduct of Permitter or Conservancy Parties. If any action or proceeding in connection with any such matter is brought against Permitter or Conservancy Parties, they shall notify Permittee and furnish Permittee with a copy of any papers served. If requested by Permitter or Conservancy Parties, Permittee shall defend any such action or proceeding, employing counsel selected by Permittee with the approval of Permitter or Conservancy Parties and such approval shall not be unreasonably withheld.

7. AUTOMOBILE BODILY INJURY - If the Business conducted by Permittee under this Agreement necessitates the use of vehicles, Permittee will provide automobile bodily injury and property damage insurance covering such vehicles with limits of not less than \$1,000,000 for bodily injury or death to any one person and \$2,000,000 for bodily injury or death to any number of persons and \$1,000,000 for property damage arising out of any one accident.

8. CONFORM TO LAWS - Permittee shall conform in all respects to the provisions and regulations of all federal, state, or municipal laws and ordinances, or any local authority which may be applicable in the circumstances, and shall indemnify Permitter and Conservancy Parties against all penalties incurred by reason of the non-observance of any such laws, provisions or regulations.

9. PERMISSIONS - Permittee is permitted to enter, use and make sound recordings and photograph the property, as hereinafter defined in connection with production of scenes for the use specified. Such permission includes the right to bring thereon and utilize personnel, materials and equipment, including props and temporary sets, and the unlimited and perpetual right to exhibit any and all scenes photographed or recorded at and of the property throughout the universe, in perpetuity, in any and all media, now known or unknown. Permittee is prohibited from using or photographing any of the logos, service marks, trademarks or other identifying material or using Conservancy Parties names, or the name of the City of Avalon, or Santa Catalina Island Company, unless written permission is granted by Permitter.

10. RIGHTS – Permitter grants Permittee rights of every kind to the motion picture sound recording and other photography made by Permittee in and about the Premises, including the right to utilize the same in connection with the production, exhibition, advertising, and other exploitation thereof, in any manner whatsoever, whether now known or hereafter devised, in perpetuity and throughout the universe. Nothing herein contained shall obligate Permittee to use, photograph, or depict the Premises in any production, nor to exercise any of the rights granted herein. Further, Permitter or Conservancy Parties will not assert or maintain against Permittee any claim based upon invasion of privacy, publicity or other civil rights or defamation in connection with the exercise of the permission or rights herein granted. In the event of any breach of this Agreement by Permittee, Permitter and Conservancy Parties will be entitled to an action at law for monetary damages, and Permitter and Conservancy Parties may not enjoin, prevent or delay Permittee's use or exploitation of the production.

11. PERIOD - The listing of an overtime rate does not commit Permitter to permit filming beyond the specified period. Whether to permit overtime filming and the rate pertaining to the overtime filming shall be at Permitter's sole discretion but such permission shall not be unreasonably withheld.

12. FOOD - Permittee agrees that any food brought into the Premises shall be sealed and only consumed in allowable campsites/designated areas. Permittee agrees remove all containers/wrappers/debris

in a responsible and sustainable manner, leaving no debris on the Premises except as designated. Permittee agrees to prohibit smoking within the Premises except as part of a filming sequence.

13. RESPONSIBILITY - Permittee agrees to assume full responsibility for the actions of its permitors, employees and invitees while on the Premises. Permittee accepts Premises as is and agrees to assume all risks of using the Premises on behalf of itself and its employees, permitors, contractors and invitees.

14. MAINTAIN INSURANCE - Termination of this Agreement notwithstanding, the provisions of paragraph 6 shall continue in full force and effect as to any claims or other matters listed therein arising out of or connected with the subject matter of this Agreement, without limitation in time by virtue of any other provisions of this Agreement and Permittee shall have the obligation to maintain insurance to ascertain that such coverage shall comply with this paragraph.

15. ENTIRE AGREEMENT - This Agreement, together with "Exhibit A" (Conservation and Environmental Protection Requirements), "Exhibit B" (Specifics of Shooting Schedule/Requirements) and Exhibit "C" (Fee Schedule Estimate), and any addenda attached hereto, constitutes the entire agreement between the parties. Any prior agreements, promises, negotiations or representations that may have been made or relied upon which are not expressly set forth in this Agreement are of no force or effect.

16. NO WAIVER - No provisions of this Agreement shall be waived or be construed to be waived by Permitter or Conservancy Parties unless such waiver is in writing and signed by an officer of Permitter.

17. INVALIDITY - The invalidity of any provision of this Agreement shall not impair the validity of any other provision.

18. GOVERNING LAWS - In all matters concerning the validity, interpretation, performance or enforcement of this Agreement, the laws of the State of California shall govern and be applicable. Any action or proceeding with respect to any matters arising under or growing out of this Agreement shall be brought and tried only in the municipal or superior courts of the County of Los Angeles, State of California.

19. AGREEMENTS - The parties agree as follows:

- A. "Premises" shall be the property defined as: Catalina Island Conservancy owned property located on Santa Catalina Island. No special effects may be used, or animals brought on Premises, without prior written approval.
- B. Location within Premises:
- C. Purpose of production:

Permitter's approval of storyboards, synopsis and/or shooting script involving Premises is required prior to filming as applicable. Permittee will work with Permitter to develop discussion points for any interviews with approved Conservancy staff throughout shoot as applicable.

Approval Signature:

Date:

D. Date & time period during which production may take place:

Set Preparation: Total crew:

Filming locations:

Set Striking & Location Clean-up: See "Exhibit B", *Specifics of Shooting Schedule/Requirements*

E. Production Company name, address, phone number:

F. Studio/Distributor Affiliation:

G. Basic Fees (non-refundable, to be paid in advance):
See Exhibit "C," Fee Schedule

H. Overtime fee if filming is permitted by Permitior beyond the time period specified:
See Exhibit "C," Fee Schedule

I. Site Representative Fees for each Site Representative supplied by Permitior pursuant hereto. Site Representatives shall serve as liaison with all Conservancy Representatives and will be present on the Premises at all times while Permittee is using or occupying the Premises pursuant hereto. Permitior will invoice Permittee for Supervisor services at rate of \$85/hour throughout duration of shoot. Billing will include travel time to and from Avalon.

J. Property Supervisor/RANGER – The Property Supervisor, a Conservancy Ranger or other assignee, will be assigned at the discretion of the Conservancy, and shall give directions regarding Filming Oversight and Environmentally Sensitive Conservation Areas and all such directions shall be followed by Permittee. Permitior will invoice Permittee for Supervisor services at rate of \$85/hour throughout duration of shoot. Billing will include travel time to and from Avalon.

Minimum Number of Property Supervisors required:

K. **FIRE MARSHALL** – Permittee agrees to take all reasonable and necessary precautions to prevent fire on the Premises. Permittee agrees to pay a Los Angeles County Fire Warden who will be stationed on the Property during the working hours of the shoot, if required. This fee shall be paid directly to the Los Angeles County Fire Department.

One or more Fire Safety Officers (FSO) or Fire Safety Assistants (FSA) may be required to be present during all prep/filming/strike days. If shooting takes place in an area where members of the public are present, an FSO is required.

Make your arrangements with Los Angeles County directly, by calling **(818) 364-8240**. (Note that supervisor, travel and accommodations may be charged by the County.)

A copy of the signed County of Los Angeles Fire Department Motion Picture/TV Filming Permit Form #394 must be submitted to Permitior before Permitior can sign this Location Agreement.

Number of Fire Marshals required/Dates:

Verified by Permitior:

- L. **SECURITY DEPOSIT** (paid in advance with Basic Fees): **\$2500**
No interest is payable on the Security Deposit. Balance of Security Deposit will be refunded within 10 business days of final walk-through or determination of expenses due after completion of location clean-up; or, if preferred by Permittee, a full Security Deposit Refund will be refunded by Permittor within 10 business days after payment of outstanding fees due from Permittee. Permittor shall submit an invoice to Permittee for the balance of expenses and fees, if greater than the security deposit, and Permittee agrees to pay all charges so billed within 10 days of invoice. If full payment is not made within 10 days of the invoice date, the balance owing will be subject to a daily late payment charge that shall accrue at a rate equal to 18% per annum. Permittee is responsible for any and all fees, legal and/or otherwise, incurred in collection of unpaid bills. Security Deposit stated above is based on an insurance deductible of no more than \$2,500.00.
- M. **BASIC FEE, DEPOSITS, CERTIFICATES** – Basic Fee (see fee schedule) and Certificate of Insurance must be submitted to Permittor 3 business days prior to the occupancy or beginning of work on Premises by Permittee personnel. A processing fee of 4% will apply.
- N. **MAXIMUM PEOPLE PERMITTED** - Maximum number of people, including talent, permitted on the premises:
- O. **USE OF PRIVATE ROADS, PARKING & TRAFFIC CONTROL** – Permittor grants to Permittee a license to use private roads owned by the Conservancy in connection with the use of the Premises as indicated in paragraph 19.C. Such use shall be subject to all Conservancy’ road regulations. The use of such roads by Permittee shall be subject to the waiver, indemnity and insurance requirements of paragraphs 4, 5 and 6 preceding.
- P. **POWER SOURCES** - Unless otherwise specified, Permittee shall provide its own power source (or generator) for lighting as well as its own lighting and cameras. No equipment is to be plugged into any house outlets without prior arrangements and approval.
- Q. **BRAND PROTECTION** - If any portion of Conservancy names or logos might become visible in a scene, it must be covered over by Permittee unless written permission is granted by Permittor. Permittee is prohibited from using or photographing any Conservancy Party logos, service marks, trademarks or other identifying material or using Conservancy Party names, or the name of the City of Avalon, or Santa Catalina Island Company, unless written permission is granted by Owner. Eco Jeep logos, Airport in the Sky building logo and miscellaneous signage is hereby approved for visibility in final edit.
- R. **SECURITY** - Permittee agrees to provide its own security throughout location engagement.
- S. **REMOVAL OF PROPERTY** - Permittee agrees to remove all sets, equipment and other property, remove all trash and debris, and to restore all interior and exterior areas used during the location engagement to at least original condition prior to the occupancy by Permittee.

20. **AUTHORIZED SIGNATURE** - The individuals signing this Agreement on behalf of each party represent and warrant that they are fully empowered to so act on behalf of said party. This Permit can be signed in counterparts. Delivery by facsimile shall be deemed delivery of an original.

Duly executed by the parties hereto as of the day and year first written above.

SANTA CATALINA ISLAND CONSERVANCY

PERMITEE

By:

By:

Authorized Signature for Owner

Authorized Signature for Permittee

Name:

Name:

Title:

Title:

Address:

Telephone Number: 310-510-2595 x109

Telephone Number:

Exhibit “A” – Conservation and Environmental Protection Requirements

Numerous locations within Catalina Island’s interior are designated as **Environmentally Sensitive Conservation Areas**. The following obligations and requirements must be strictly complied with and observed:

1. **Do not feed, handle or in any way interact with the Catalina Island foxes.** The Catalina Island fox is a listed species under the Federally Endangered Species Act due to a recent near-extinction event on the island (exposure to canine distemper virus). Although cute and very curious, **the foxes should not be fed, attracted to the camps, harassed or played with in any way.** These activities can inadvertently bring the foxes in contact with moving cars, pets and pet diseases. Any contact with the foxes, even unintentional, needs to be reported to the onsite Property Supervisor/Ranger immediately.
2. **Do not leave food or food wastes unattended and make sure containers containing food wastes are contained.** Ravens, gulls, squirrels and rodents can become a nuisance for you and those that follow if food is left lying around. Island foxes are also attracted to unattended food and have even been found rummaging through garbage cans and getting into tents where food is kept in open containers. Permittee must remove all trash from area used.
3. **Do not approach marine mammals.** For your own protection and in accordance with federal law you should avoid marine mammals on the beach. Although these animals rarely haul out on beaches, many sea lions have recently washed up dead on several island beaches because of a naturally occurring shellfish toxin, domoic acid. There is no known antidote. If an animal does wash up on the beach, alert your assigned Property Supervisor/Ranger who will make the appropriate disposal arrangements.
4. Many areas of the Island’s Interior contain Native, Sensitive and Rare Plants, all of which are strictly protected by the Conservancy and by other State and Federal legislations and are particularly sensitive to trampling and/or disturbance. Please **do not trample or disturb plants.**
5. **Do not climb on cliff faces.** These cliffs support rare and unique island plants. Stay within the delineated areas for the project.
6. Undisturbed beach and dune areas are rare on Catalina, as are the plants that inhabit them. **The Conservancy has designated and delineated areas of sensitive plants or habitats that need to be avoided.** Consult with your assigned Property Supervisor/Ranger if there are any questions or doubts about where these areas are.
7. **Do not pick flowers and/or plant parts** – they may be rare or unusual and found in only a few places in the world.
8. **No driving of any vehicle off existing roads** except in clearly designated roadways or ingress and egress areas. This also applies to driving on the beach, through sand dunes, through open fields, etc. The foregoing notwithstanding, and subject to all other restrictions

imposed by this Permit, Permittee may operate motor vehicles on the beach, with prior approval, to the extent necessary for Permittee to accomplish the permitted use of the Property.

9. No grading is permitted on Conservancy lands without express written permission. We understand that you may need to temporarily move small rocks. These areas must be returned to their original state upon completion. Clearing or erasing of footprints in the beach area and/or dunes must be done with hand rakes and you must avoid deep raking. There are numerous rare organisms that live in the sand and that can only sustain ascertain levels of disturbance.

10. No smoking except at designated sites to be determined and enforced by Property Supervisor/Ranger(s).

Exhibit “B” – Specifics of Shooting Schedule/Requirements

Exhibit “C” – Fee Schedule Estimate

Basic Fee for Permit:

1 – 10 People: \$1,500
11 – 20 People: \$2,500
21+ People: \$5,000

Ranger for shoot:

\$100/hour (4 hour minimum)

Car and Driver

\$225/day (up to 8 hours/day)

Processing Fees:

4%

Invoice will be emailed separately at the time of permit execution.

Exhibit “D” - Drone Policy

1. Drones will be operated under this permit only for hobby or recreational use. Commercial use will require a separate permit in addition to this form.
2. No drone operations within four miles of the airport.
3. The drone will be flown within the unaided visual line of sight of the operator at all times and the operator shall assume full responsibility for the operation of said drone.
4. The drone will not be operated higher than 400 feet above ground level.
5. The drone will not be operated within 150 feet of persons, property or wildlife, or within any proximity of the wildlife that would cause undue stress to the animals.
6. The operator will at all time be in accordance with all FAA regulations specifically: 14 CFR Part 91 & SEC. 336. SPECIAL RULE FOR MODEL AIRCRAFT.

I have read and agree to the Drone Policy:

Signature:_____ Date:_____

Print Name:_____

Drone/UAS ID #:_____

Filming & Photo Shoot Economic Activity Report

Please complete and submit to Love Catalina Island, PO Box 217, Avalon, CA 90704 or to

jim@lovecatalina.com

Production Company / Business Name:					
Title of Production:					
Projected airing/distribution/publication date:					
Dates of production on Catalina Island:	From:		To:		
Peak number of people in crew:					
TRANSPORTATION EXPENDITURES					
Number of round-trip boat tickets purchases:		at	\$	each =	\$
Number of round-trip helicopter tickets:		at	\$	each =	\$
Number of golf carts rented		at	\$	each =	\$
Number of other vehicles rented:		at	\$	each =	\$
Other transportation expenditures:					\$
TOTAL TRANSPORTATION					\$
LODGING EXPENDITURES					
Number of hotel rooms rented:		for		Nights at \$	/night = \$
Number of condo units rented		for		Nights at \$	/night = \$
Number of houses rented:		for		Nights at \$	/night = \$
TOTAL LODGING					
CATERING, FOOD & BEVERAGE EXPENDITURES					
Amount spent with local catering businesses:					\$
Amount spent at local restaurants:					\$
Amount spent on food & beverage at retail stores					\$
TOTAL CATERING, FOOD & BEVERAGE					\$
LOCAL CAST & CREW EXPENDITURES					
Number of locals residents hired as cast		Local cast payroll:	\$		
Number of local residents hired as crew		Local crew payroll:	\$		
TOTAL CAST & CREW:					\$
OTHER EXPENDITURES					
Local office rent:					\$
Supplies & materials purchased locally					\$
Other (explain):					\$
TOTAL OTHER EXPENDITURES:					\$
TOTAL LOCAL SPENDING:					\$
Name of person submitting this report	Date	Phone	Fax	Email	