



Television & Film Permit Form

Visit Knoxville Film Office
Phone: (865) 342-9139 • Fax: (865) 522-3974
Email: film@knoxville.org
301 S. Gay Street, Knoxville, TN 37902

All media production using, accessing, and/or blocking City of Knoxville public property, including but not limited to streets, sidewalks, alleys, vehicles, parks, and/or buildings, is required to complete this form and return with a Certificate of Insurance 5 days prior to the planned production in order to facilitate scheduling needed city services.

PRODUCTION TYPE:

Feature/Indie Television/Cable Corp. Commercial Still Other

Production Date(s) & Time(s): _____

Production Location(s): _____

Location Manager: _____ Mobile# _____

Producer: _____ Mobile# _____

Production Company: _____

Address: _____

Email: _____

Date(s) & Time(s) of Set-Up: _____

Date(s) & Time(s) of Teardown: _____

CITY SERVICES:

- Ambulance/EMS
- Fire Prevention Bureau (\$25 per fireperson per hour. \$30 for Supervisors per hour)
- Knoxville Police Department (parades, traffic issues, road closures, etc.) (\$30 per hour per officer. 4 officers or more require Supervisor at \$35 per hour)
- Public Service (power/lighting/trash barrels, etc.)
- Traffic Engineering (barriers/meter bagging)

PERMITS NEEDED:

- Alcohol Parade Street/Sidewalk Closure Banner Tent Street Vendor

PRODUCTION RESPONSIBILITIES

**Insurance is required for any event on City of Knoxville property. Please list the name, dates and locations of your event on the Certificate of Insurance, listing the City of Knoxville as the additional insured in the amount of \$2 million. Certificate Holder must be listed as the City of Knoxville, 400 Main Street, Knoxville, TN 37902.

AGREED TO: _____

Curt Willis
Film Office Director
Visit Knoxville Film Office
Office: (865) 342-9139
Cell: (865) 440-1896

