

FILM PERMIT APPLICATION

Thank you for choosing to film in Steamboat Springs. We are a film friendly town, and look forward to making your shoot a success.

Most commercial productions filming inside city limits require a permit, even if filming on private property. In addition, the production company will need to provide a certificate of insurance with a minimum of one million dollars liability coverage naming the City of Steamboat Springs as additionally insured. The permit fee is $100 per day. Additional fees may apply to specific locations and types of filming. The producer is also responsible for costs associated with traffic, police and fire department support if needed as determined by City staff.

Please fill out and submit the fee and application below at least ten days prior to your shoot. Fax or e-mail the application to [jfranklin@steamboatsprings.net](mailto:jfranklin@steamboatsprings.net), 970-879-8851.

Thank you.

TYPE OF PRODUCTION

☐ TV ☐ Feature ☐ Commercial ☐ Reality ☐ Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Phone: \_\_\_\_\_\_\_\_\_ Cell: \_\_\_\_\_\_\_\_\_\_\_\_

Location Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_ Cell: \_\_\_\_\_\_\_\_\_\_\_\_

LOCATION INFORMATION

Location 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ Private Property ☐ City Road Use ☐ City Park ☐ Downtown/Sidewalk

Location Owner Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parking: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scenes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Filming Times:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Start  Date | Finish  Date | Call  Time | Taillights | SFX | # Cast & Crew | Misc. |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

Location 2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ Private Property ☐ City Road Use ☐ City Park ☐ Downtown/Sidewalk

Location Owner Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parking \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scenes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Filming Times:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Start  Date | Finish  Date | Call  Time | Taillights | SFX | #Cast & Crew | Misc. |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

GENERAL INFORMATION

# People\_\_\_\_ Generators \_\_\_\_Trucks \_\_\_\_\_Vans \_\_\_\_\_\_\_

Motor Homes\_\_\_\_\_\_\_\_

Camera/Picture Cars \_\_\_\_\_\_\_Crew \_\_\_\_\_\_\_

Cars\_\_\_\_\_\_\_\_ Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ Int. Dialogue ☐ Ext. Dialogue

☐ Driving Shots ☐ Tow Shots ☐ Camera: Traffic Lane ☐ SFX

☐ Pyrotechnics ☐ Gunfire ☐ Nudity ☐ Music Playback ☐ Other

☐ Driving Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ Special Effect Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ Pyrotechnics Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Steamboat Springs Municipal Code:

**Sec. 12-87. – Film Production**

*Film production means* use of a camera to create a series of photographic images used to create the illusion of continuous movement when projected onto a screen, including the preparation or staging of scenes and scenery.

**Sec. 12-88.  Film Permit Required**

(a)  A film permit shall be required for large productions including but not limited to feature films, national television and national and regional commercials.

(b) The purpose of the permit is to assist in estimating the economic impact of film related activity to the City and local businesses as well as to set basic guidelines to ensure that the City, residents and producers are informed with regard to the activities, locations and times allowed.

(c)  An application and fee shall be submitted to the City Clerk’s Office 10 days prior to the production. The fee will be set by City Manager Regulation and ratified by Council with the annual budget fee schedule. At the point of application staff will determine if there are additional Police/Fire services required and the applicant will be responsible for this cost per the Special Activity Permit process.

**Sec. 12-89.  Exceptions.**

No film permit shall be required for the following types of film production:

(a)   Filming for local television use.

(b)  Filming located entirely on property owned by the Steamboat Ski & Resort Corporation for marketing and promotional use by the Steamboat Ski & Resort Corporation.

(c)  Film production involving fewer than ten (10) cast and crew, a total budget under $25,000, and taking place entirely on private property.

(d)  Student films meeting these criteria.

**Sec. 12-90.  Application.**

Film permits shall be issued by the City Clerk in accordance set forth in Section 12-82 for community events.  Application for a film permit shall be made on a form prepared by the City Clerk.  The form may require the disclosure of production details necessary to determine the impact of film production on public facilities and compliance with City regulations.”

I certify that all the statements, answers to the above questions and attachments to this application were made by me and are true without any reservations or evasions.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Applicant Print Date

For City of Steamboat Springs Use Only:

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

Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_