

# APPLICATION TO FILM IN POLK COUNTY



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*This application and your certificate of insurance must be received in our office before filming can begin. Please have your permit available at all times while on location.*

PRODUCTION COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_

APPLICANT/CONTACT PERSON \_\_\_\_\_ TITLE \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ MOBILE \_\_\_\_\_ E-MAIL \_\_\_\_\_

CLIENT/AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ WEBSITE \_\_\_\_\_

**TYPE OF PRODUCTION** ( ) Feature Film ( ) Television ( ) Commercial ( ) Infomercial ( ) Music Video  
( ) Corporate/Industrial ( ) Still Photography ( ) Music Video ( ) Student Project

**PRODUCTION TITLE:** \_\_\_\_\_

**GENERAL DESCRIPTION OF THE PRODUCTION:** \_\_\_\_\_

( ) Special Effects/Pyrotechnics ( ) Animals/Types \_\_\_\_\_ ( ) Airplanes/Helicopters/Boats ( ) Stunts

**LOCATIONS** (Please submit additional locations in an attachment, including maps if available. Parking fees may apply.)

Location #1 \_\_\_\_\_ Dates: \_\_\_\_\_ Time: \_\_\_\_\_

Location #2 \_\_\_\_\_ Dates: \_\_\_\_\_ Time: \_\_\_\_\_

Location #3 \_\_\_\_\_ Dates: \_\_\_\_\_ Time: \_\_\_\_\_

**ADDITIONAL CITY/COUNTY ASSISTANCE**

( ) Off-duty police officer(s)\* ( ) Street/Sidewalk Closing\*\* ( ) Parking ( ) Fire Department

\* An off-duty police officer is required for any type of closing at each end of the closure. Off-duty rates vary.

\*\*An additional permit is required when closing a street or sidewalk/walkway and must be approved by Polk County, or appropriate municipality. The Film Office will assist you with this process.

**INSURANCE** A copy of the certificate of insurance in the amount of \$1,000,000 must be submitted to the Film Office for the application to be processed. Certificate Holder should be: Polk County Board of County Commissioners, 330 West Church Street, Bartow, FL 33830. Please note, private property owners may have additional insurance requirements.

# ECONOMIC IMPACT

*Submitting the following information continues to make filming successful in Polk County. While we are required by the County to report general numbers, your specific information is kept confidential. Thank you for filming with us!*

Arrival Date \_\_\_\_\_ Departure Date \_\_\_\_\_ TOTAL # Production Days \_\_\_\_\_

**Please list below amount spent in Polk County:**

Hotel/Property Name(s): \_\_\_\_\_

Date							
Rooms Booked							

Total # Rooms booked at Hotels/Apartments/Condos \_\_\_\_\_ \$ \_\_\_\_\_

Number of Technicians & Labor/Local Hires \_\_\_\_\_ \$ \_\_\_\_\_

Number of Actors-Extras/Local Hires \_\_\_\_\_ \$ \_\_\_\_\_

Rental (Equipment/Studio/Stage) \_\_\_\_\_ \$ \_\_\_\_\_

Location Fees \_\_\_\_\_ \$ \_\_\_\_\_

Post Production Services \_\_\_\_\_ \$ \_\_\_\_\_

**Total amount spent within Polk County** \_\_\_\_\_ \$ \_\_\_\_\_

**Approximate TOTAL project budget (overall)** \_\_\_\_\_ \$ \_\_\_\_\_

The applicant shall assume all risk in the use of City/County property in the permitted operation and shall be solely responsible and answerable in damages for all accidents and injury to person or property and shall indemnify and keep harmless the City/County and its officers and employees from any and all claims, suits, losses, damages or injury to person or property.

\_\_\_\_\_  
Signature/Production Company Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature/Film Commissioner/Coordinator

\_\_\_\_\_  
Approved/Date