

Film Permit #: (City Use Only)

Production Dates: _____



44 South Main
Eureka Springs, Arkansas
72632
479-253-9703
www.cityofeurekasprings.us

Thank you for choosing Eureka Springs!

Contact and Production Information for Film/Digital Production Permit

COMPANY INFORMATION

Production Company Name:

Address:

City:

State:

Zip Code:

Phone:

Production Web Address:

Billing Contact:

Email:

Billing Address:

City:

State:

Zip Code:

Phone:

PRODUCTION CONTACT INFORMATION

1. Producer:

Phone:

Email:

2. Production Manager:

Phone:

Email:

3. Location Manager:

Phone:

Email:

4. Asst. Location Manager:

Phone:

Email:

This project is: (check all that apply)

- Feature Film Still Photography Student Film TV Programming Commercial/Advertising
- Short Film Music Video Interactive/Game Corporate/Industrial Documentary
- Web Series Pilot Regional National International
- PSA Reality Other as specified: _____

Additional services: (check all that apply)

- Police AR State Patrol HDC Water Permit Noise Variance Game & Fish
- Fire Air Traffic Parks Electrical Transit/Trolley Explosives Permit

Equipment or props that may be present at any of your shooting locations: (check all that apply)

- Generator Light Crane Track Dolly Water Truck Camera Car
- Rig (stills) Effects Large prop Set Design Other as specified: (drones, etc.) _____

Authorized Agent: _____ Title: _____ Date: _____

By signing or checking this box as an electronic signature, I agree to all the terms and conditions that may apply to the City of Eureka Springs film/digital production permitting process and agree that all information contained in this application is true and correct to my knowledge. General Terms, Conditions and Restrictions on page 2.



FILM/DIGITAL PRODUCTION PERMIT

GENERAL TERMS, CONDITIONS AND RESTRICTIONS: AUTHORITY: This permit is issued by the authority of the City of Eureka Springs, for the purpose of photographing, filming, or video-taping in the above named city in accordance with City Code of Ordinances. This permit does not constitute or grant permission to use or occupy property not belonging to, or under the control of, the City. Permission to use or occupy these properties must be obtained from the owner or controller of such property in addition to this permit. Proof of such permission may be required prior to issuance of a permit by completing an Addendum form. **PERMIT REQUIREMENT:** This permit must be in the possession of the applicant at all times while on location and must be made available for inspection when requested by City authorities or the public. Use of this permit implies agreement on the part of the holder to comply with the terms and conditions of the permit. **COMPLIANCE WITH LAWS:** Permittee agrees to comply with all federal, state, and local laws, regulations, ordinances, and rules. Vehicle code provisions and/or posted parking regulations will be enforced unless noted otherwise in this permit. The Filming Fire and Life Safety Inspection Check list will be strictly enforced. **INSURANCE:** Prior to beginning operations under this permit, Permittee must submit evidence of general liability insurance. The amount and type of such insurance shall be that required by the City at that time this permit is issued, unless a different amount and type of insurance is specified in the permit, If Permittee uses or operates licensed motor vehicles pursuant to this permit, automobile liability insurance is required as well. **INDEMNIFICATION:** Except for the active negligence or tortuous conduct of the City, Permittee agrees to indemnify, defend and hold harmless the city and any other agencies designated at permittor, their agents, officers, employees, and contractors from and against any and all liability, expense, including defense costs and legal fees and claims for damages of any nature. Such claims may include, but shall not be limited to, those alleging bodily injury, personal injury, property damage arising from the operators, acts, or omissions of employees hereunder. Permittee further agrees to indemnify, defend, and hold harmless the City and any other named permittors from any and all workers compensation suits, liability, or expense arising from or connected with any services for or on behalf of Permittee by any person pursuant to this permit. **WORKERS' COMPENSATION:** By signing below, Permittee agrees to conform to all applicable Federal and State requirements for Workers' Compensation Insurance for all persons operating under this permit. **ASSIGNMENT:** This permit shall not be assigned by the Permittee without the written consent of the City. **CONSIDERATION:** Permittee shall pay, prior to the issuance of a permit or rider thereto, all fees and deposits required. Service charges and use fees listed on this form are estimates. Actual charges, computed at the completion of filming, may be less or exceed these estimates. Permittee agrees to pay any additional charges, which may accrue incidental to any use or service provided to the Permittee within 10 days after receipt of any invoice for such use or services. Overpayments will be refunded. **CREDIT:** The City expects film credit, unless otherwise determined by an authorized representative of the City. **AUTHORITY TO REVOKE OR CANCEL:** In the event that an authorized representative of the City finds that the activities being conducted by the Permittee unnecessarily endanger the health or safety of any person or that said activities are or will cause damage to real or personal property, said representative, at his sole direction may suspend, cancel, or amend this permit. The City reserves the right to suspend, cancel, or amend this permit at any time without incurring any liability to the Permittee. **RIDERS:** Additional documents known as "riders" may, on occasion, be issued to alter or amend an original permit. Except as amended by the riders, all other terms, conditions, and provisions of the original permit remain in effect. When executed, a rider becomes part of and must be attached to the original permit. **ADDITIONAL TERMS APPLICABLE TO FILMING ON CITY OWNED PROPERTY:** Permittee shall be subject to the control and instructions of the City representative's assigned to the Permittee in order to avoid any interference with the operations of the City's facilities or property. Permittee acknowledges that its use of City facilities for purposes of the permit is at its own risk and expressly waives any right to make or prosecute claims or demands against the City for any loss, injury, or damage which Permittee may sustain by virtue of the exercise of the permission granted or by reason of any defect, deficiency, or impairment which may occur from time to time from any cause of the utilities or other services furnished or for any loss resulting from fire, water, tornado, civil commotion, riot, landslide, windstorm, earthquake or acts of God. On or before the date of the expiration of this permit, the Permittee shall remove from said properties all location sets, structures, rubbish and unsightly matter placed on the property by the Permittee unless the City agrees that this may be done at a later time. In the event Permittee fails to do so, the City may cause the same to be done and Permittee agrees to pay the City any cost incurred. Permittee agrees to pay the City for damage to City property resulting from the operations undertaken by Permittee. By issuance of this permit, the City does not imply that use by Permittee shall be exclusive. We hereby accept this permit and agree to abide by all the terms and conditions thereof.

Insurance: Before a permit is issued, a certificate of insurance naming the City of _____ as additionally insured must be submitted. Insurance certificate must be issued by insurance underwriters "admitted" by the Arkansas Insurance Department and rated "A" or "B+" by Best's Key Rating Guide. Requirements include: minimum of \$1,000,000 general liability, proof of workers' compensation and \$5,000,000 aircraft liability when applicable. Other activities may require additional insurance coverage.

Insurance certificate attached **OR** Insurance certificate will be submitted by (time) _____/(date) _____. Insurance Co.: _____

Approvals/Permits	Permit# Issued: _____	<i>"City Use Only"</i>
<input type="checkbox"/> No Special Approvals/Permits Required <input type="checkbox"/> Standby Fire Required <input type="checkbox"/> Police Required <input type="checkbox"/> Other Permits _____ <input type="checkbox"/> FAA Approval	<input type="checkbox"/> Property Owner Permission <input type="checkbox"/> Homeowner/Merchant Permission <input type="checkbox"/> Parking: Location & Number _____ <input type="checkbox"/> Health Department	
Total Fees Collected in Advance: _____	Date Paid: _____	Receipt Number: _____
Method of Payment: _____	Fees Owed at Completions: _____	