

# Permit Application for Film, Television And Video



The City of Tifton and Tifton Tourism invites and encourages film production with the City limits. A media production permit is required for all activity related to staging or shooting commercials, motion pictures, TV shows or programs, music videos and student films. Applicants seeking a permit to film within the City of Tifton limits shall pay the required fees adopted by the City of Tifton Mayor & City Council. All fees are subject to change and others may be necessary.

The completed permit application must be submitted to the Downtown Development Director's office at least five (5) business days prior to production beginning. The application must be signed and accompanied by all required fees (known at the time), as well as site plans, proof of insurance, hold harmless agreement and notification to business/residents (if applicable).

- I. There are some fees associated with use of certain City services or facilities. In certain circumstances the service fees may be waived at the discretion of the City Manager's Office.
- II. There are no permit fees for production for wholly charitable or educational purposes (including a student film), from which no profit is derived.
- III. Proof of liability insurance. The insurance policy rider should be for general liability and worker's compensation for a minimum \$1,000,000 per each occurrence.
- IV. Site plans, including a map/drawing of filming area and street closures should be included at the time the permit application is submitted.
- V. A copy of notification to residents or businesses that may be affected by the filming should also be included with the permit application.
- VI. All requests for filming on City property will be directed to the Downtown Development Authority office and arrangements will be made through that department.
- VII. Requests for the use of off duty police personnel will be conducted between the applicant and the City of Tifton Police Chief. Applicant is responsible for paying each off-duty officer or personnel directly for time associated with permit request.
- VIII. A permit review meeting may be requested prior to issuance of permit approval.

Return completed application to:  
Attn: Downtown Development Director  
202 E. 2nd Street, Ste. B  
Tifton, GA 31794  
[abbey@downtowntifton.com](mailto:abbey@downtowntifton.com)

| <u>Fee</u>                        | <u>Cost</u>               |
|-----------------------------------|---------------------------|
| Permit Application Fee            | \$250                     |
| Film Permit Deposit               | \$1,000                   |
| Police Officer (Security/Traffic) | \$20-40/hour, per officer |
| Hydrant Meter Hookup              | TBD                       |
| Water Rates                       | TBD                       |

Please complete application below in its entirety.

Studio/Company: \_\_\_\_\_

Project/Film Name: \_\_\_\_\_

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

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

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

Type: ☐ Feature Film ☐ TV Movie ☐ TV Series ☐ Commercial ☐ Student Film ☐ Music Video ☐ Other

Location(s): \_\_\_\_\_

Film Date(s): \_\_\_\_\_ Hours: \_\_\_\_\_

Prep/Wrap outside of listed time frame: ☐ Yes ☐ No If Yes, explain: \_\_\_\_\_

In case of inclement weather or other emergency, please list secondary film date: \_\_\_\_\_

Please describe project: \_\_\_\_\_

Number of: Cast \_\_\_\_\_ Crew \_\_\_\_\_ Extras \_\_\_\_\_

Street Closure Location(s): \_\_\_\_\_

Types/Number of Vehicles: Cars \_\_\_\_\_ Trucks \_\_\_\_\_ SUV/Van \_\_\_\_\_ Trailers \_\_\_\_\_ Other \_\_\_\_\_

Equipment Parking Location: \_\_\_\_\_

Base Camp Location: \_\_\_\_\_

Catering Truck Location: \_\_\_\_\_

Crew Parking Location: \_\_\_\_\_

Extras Parking Location: \_\_\_\_\_

Other On-Street Parking Location(s): \_\_\_\_\_

Police Officers Needed: Date \_\_\_\_\_ Number of \_\_\_\_\_ Hours \_\_\_\_\_

Date\_\_\_\_\_ Number of\_\_\_\_\_ Hours \_\_\_\_\_

Date\_\_\_\_\_ Number of\_\_\_\_\_ Hours \_\_\_\_\_

Traffic Control: Location\_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Location\_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Location\_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Pedestrian Traffic Control: Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Special Equipment Location: \_\_\_\_\_

Special Situations/Effects (stunts, animals, gunfire, noise, etc.): \_\_\_\_\_

Special Requests: \_\_\_\_\_

Additional Information: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

| OFFICE USE ONLY         | Date Received/Initial | Department           | Signed |
|-------------------------|-----------------------|----------------------|--------|
| Application Fee         |                       | City Manager/Clerk   |        |
| Proof of Insurance      |                       | Police Department    |        |
| Site Plans              |                       | Fire Department      |        |
| Notification to Res/Bus |                       | Public Works         |        |
| Proof of Permissions    |                       | Downtown Development |        |
| Approval                |                       | Tourism              |        |

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