



APPLICATION FOR PERMISSION TO FILM

Manatee County is the agency of record for the Bradenton Area Film Office, a division of the Bradenton Area Convention & Visitors Bureau.

Please allow 3 working days after the receipt of your completed application and insurance to obtain approval to film, if your shoot has no special requirements. Allow 7 - 21 working days if there are pyrotechnics, stunts, street closures or traffic control.

Date: _____ **Filming in the City/Town of:** _____

APPLICANT / CONTACT INFORMATION

Name of Applicant: _____ **Title:** _____

Company/Firm: _____

Address: _____

Phone: _____ **Cell Phone:** _____

E-mail: _____ **Website:** _____

FILM / PROJECT INFORMATION

Name/Nature of Project: _____

Producer/Director : _____ **e-mail:** _____

Date(s) of Filming: _____ **Rain Date(s):** _____

Total Days of Filming: _____ **Times of Shoot:** _____

Exact Locations: _____

Description of scenes to be filmed: _____

Type of Equipment being used:

Drone _____ Handheld Camera _____ Tripod _____ Vehicle/dolly mounted camera _____

Other _____

Distribution of Film: _____

Number of Crew: _____ Total Budget: _____ Film Rating: _____

Number/Type of Vehicles: _____

Special Requirements: (if any)

Type of Project:

____ Area to be closed or barricaded

____ Commercial video

____ Movie

____ Traffic control

____ Documentary

____ Music video

____ Music Amplification

____ TV feature

____ TV series

____ Still Photography

Other: _____

Structures/tents to be erected. Please indicate size of structure/tent: _____
(You must provide drawing/map indicating where structure/tent will be placed at film location.)

Sanitary facilities (trash, comfort stations, etc.): _____

Parking arrangements: _____

Security personnel: _____

Firearms, pyrotechnics, special effects: _____

Will special signage be required? _____

Note: Alcoholic Beverages are not permitted on location.

INSURANCE & FEE REQUIREMENTS

Insurance Requirements:

Premises and event liability insurance is required by and **must name Manatee County, a political subdivision of the State of Florida, AND the municipality where the filming will take place as Additional Insured.** Insurance coverage and insurance carriers must be acceptable to the Bradenton Area Film Office as well as the municipality where filming will take place. **An original certificate must be on file, in the film office, prior to filming.** See attached Certificate of Insurance requirements.

Fee Requirements: Based on municipality, and their fee structure, certain fees may be imposed:

Permit Fee Amount _____

Payment in the amount of _____, must be paid **prior to filming**, to _____

Address: _____

Signature of Applicant/Authorized Rep

Title

Company: _____

Date: _____

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Please return completed application and original certificate of insurance to:

**Bradenton Area Film Office
One Haben Blvd.
Palmetto, FL 34221**

Film Liaisons: Leanne Keeling (941) 729-9177 x3944 leanne.keeling@bacvb.com
Fax: 941.729.1820

Thank you for choosing the Bradenton Area as your film location. We will do everything possible to ensure you have a wonderful experience while here.

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Permission to Film granted by:

Municipality Representative Date: _____

Administrative Representative Date: _____

Police Dept. Representative Date: _____

Fire Dept. Representative Date: _____

Bradenton Area Film Office Liaison Date: _____

Certificate(s) of Insurance – Blanket Coverage

The Bradenton Area Film Office has established insurance and certificate of insurance requirements for those filming in our area. Before filming can begin, a certificate of insurance must be furnished which includes the following:

Specific date(s) of the event must be stated clearly on the certificate, if blanket coverage is not already in effect.

Type of Insurance Required: **General Liability** and **Occurrence** should be checked. These are the minimum amounts required:

- **Each Occurrence** = \$1,000,000 or more
- **Damage to Rented Premises (Each Occurrence)** = \$50,000 or more
- **Personal & Adv Injury** = \$250,000 or more
- **General Aggregate** - \$2,000,000 or more

Description of Operations:

- Manatee County, a political subdivision of the State of Florida is named as Additional Insured. AND
- The particular municipality where filming is taking place must also be named as Additional Insured. (See addresses below)

Certificate Holder(s):

We require separate COI's for each municipality in which you will be filming:

- Manatee County, a political subdivision of the State of Florida, 1112 Manatee Ave. W., Bradenton, FL 34205;
- City of Anna Maria, 10005 Gulf Drive, Anna Maria FL 34216
- City of Holmes Beach, 5801 Marina Drive, Holmes Beach, FL 34217
- City of Bradenton, 101 Old Main Street West, Bradenton, FL 34205
- City of Bradenton Beach, 107 Gulf Drive North, Bradenton Beach, FL 34217
- City of Palmetto, 516 8th Ave. W., Palmetto, FL 34221
- Town of Longboat Key, 501 Bay Isles Road, Longboat Key, FL 34228
- Lakewood Ranch is covered under Manatee County COI

Certificates of Insurance must accompany the film application and can be e-mailed to:

Leanne Keeling, Film Liaison: leanne.keeling@BACVB.com