VILLAGE OF BRONXVILLE

REQUIREMENTS FOR FILMING PERMIT

A permit is required to film, videotape, video record, televise or take still photographs for commercial purposes (including student and not for profit projects) on public or private property. All activity associated with filming shall be fully disclosed on the application form and shall not be amended.

An application for Filming Permit must be filed in completed form, with all applicable fees, at least 14 days prior to the first day of proposed filming.

Location fees for filming on private property are between the property owner and the film company.

The Village reserves the right not to permit film making activity of any kind if it is deemed not in the public interest.

Acceptance of the permit by the applicant includes the following conditions. If they are not adhered to, the permit can be revoked and fines levied.

1) Certificate of insurance naming Village of Bronxville as additional insured for $2,000,000

2) Securing off-duty policemen for traffic and crowd control. They will be paid directly and not through the Village

3) Approval of Village Administrator and Police Chief

4) Fees will be determined by the Village Administrator. Checks should be made payable to the Village of Bronxville and are non-refundable
VILLAGE OF BRONXVILLE

FILMING PERMIT

This permit is issued to the applicant to film or televise or take still photographs on streets or property subject to the jurisdiction of the Village of Bronxville at the times and locations designated below. This permit must be in the possession of the applicant at all times while on location. For additional information call the Village Administrator’s office at (914) 337-6500.

APPLICANT INFORMATION:

Film or Videotape Company

Address

Office Telephone

Director

Title of Film

Production Contact Person

Cell Phone

FILM DESCRIPTION:

Place or Address Where Filming

Property Owner Name and Address

Dates/Hours of Filming

Type of Production:  Feature Film    Student Film    TV Movie    TV Special    TV Series    Other

Filming Description (please describe in detail)

Expected Adverse Impacts on Neighboring Properties and their Occupants as well as on Public Facilities and Services (night lighting, noise, congestion, etc)
Describe Plan to Notify Neighbors

Crew and Equipment:

Number in Cast and Crew
List of Production Equipment
Number of Cars
Number of trucks and vans and size
Number of other vehicles and size
Number of generators and size
Lighting description

Music: Yes   No   If yes, describe type and length of
time

Use of Animals: Yes   No   If yes, describe

Catering Services: Yes   No   If yes, describe

Street Closures: Yes   No   If yes, describe

All information provided herein is true and correct to the best of the applicant's knowledge, information and belief

Date   Signature of Applicant
Print Name
Title

Date Submitted:

Insurance received       Fee paid

Village Administrator Approval

Police Chief Approval