



City of Coral Gables Community Recreation

FILM AND PHOTOGRAPHY PERMIT

PERMIT #:

Today's date: _____

1. Legal name of the permit applicant (company or individual): _____
2. Contact Person for this permit application: _____ Phone: _____ Email: _____
3. Permit application address: _____ City _____ State _____ Zip _____
4. Permit applicant phone: _____ Permit applicant email: _____
5. Is the Contact Person an officer of the legal entity? ☐ Yes ☐ No If yes, attach verification from sunbiz.org. If no, go to next question.
6. Is the contact person an authorized agent of the applicant? ☐ Yes ☐ No If Yes, Contact Person (authorized agent) must provide the city with a limited power of attorney evidencing that they are authorized to execute legally binding contracts on behalf of the permit applicant. If No, then this agreement must be executed (signed) by an officer or authorized agent of the legal entity.
7. Client: _____
8. Please provide a map or picture of location site for clear identification.
Location 1 (Name and address): _____
Film dates: _____ No. of days: _____ Hours: Start _____ End _____
Location 2 (Name and address): _____
Film dates: _____ No. of days: _____ Hours: Start _____ End _____
Location 3 (Name and address): _____
Film dates: _____ No. of days: _____ Hours: Start _____ End _____
9. Production type: ☐ Still ☐ Motion Picture/Video ☐ Film ☐ Major motion picture
10. Classification: ☐ Commercial ☐ Industrial ☐ TV ☐ Multimedia ☐ Documentary ☐ Feature ☐ Residential ☐ Student project
☐ Student project ☐ Other _____
11. Total personnel: _____ Est. expenditures: \$ _____
12. Total vehicles/equip: _____
Generators Cars Trucks Catering vehicle Vans Other
13. Insurance carrier: _____
Description: _____
14. Parking requirements: _____
15. Special Effects: ☐ Yes ☐ No; If so, please list all that apply _____

INDEMNIFICATION:

For and in consideration of the City of Coral Gables consent to allow the Applicant to conduct any type of filming and/or photography operations, productions and/or shoots within the limits of the City of Coral Gables, the Applicant agrees as follows:

The Permit Applicant jointly and severally, hereby hold harmless, indemnify and defend the City of Coral Gables, its representatives, officers, agents, affiliates, employees, the administration and elected and appointed officials from and against all liability, suits, actions, claims, costs, expenses or demands (including, without limitation, suits, actions, claims, costs, expenses or demands resulting from death, personal injury and property damage) or expenses of every kind and character, including reasonable attorney's fees, costs and appeals, arising or resulting in whole or in part, as a result of any tort, intentional action, negligent acts or omissions on the part of the Permit Applicant or any of the participants of the Event outlined in this application. This indemnification provision shall survive the termination of this contract and shall be in full force and effect beyond the term or termination of this contract, however, terminated. This indemnification provision includes claims made by the entitlement, if any, to immunity under section 440.11, Florida Statutes. Nothing contained herein shall be construed as a waiver of any immunity or limitation of liability the City may have under the doctrine of sovereign immunity of section §768.28, Florida Statutes.

Permittee agrees to all the terms and conditions of this permit, including provisions on the reverse side of this form and any attachments; agrees to obtain prior City approval for deviations from the information provided herein; and understands that failure to comply with these requirements may result in the immediate cancellation of production.

Weather Note: Renewable without fee, if weather conditions are unfavorable for shooting.

Applicant/Title _____ Date _____

NOTES:

OFFICE USE ONLY

Date received: _____ Date Permitted: _____

Parking meter numbers: # _____ # _____ # _____

Have business owners and/or residence been notified? ☐ Yes ☐ No Shot in the city of coral gables? ☐ Yes ☐ No

Reviewed by: ☐ Police ☐ Fire ☐ Traffic-Engineering ☐ Maint. Services ☐ Risk Management ☐ Film liaison

PHOTO FEES: \$ _____

001-329-830

APPROVED _____

DATE _____

TOTAL FEES: \$

Type of permit:

- ☐ A. Public property-still photography
- ☐ B. Public property-motion picture/video
- ☐ C. Residential- large still/commercial/video
- ☐ D. Residential-major motion picture

APPLICATION COMPLETION CHECKLIST:

- ☐ Film and Photography Permit
- ☐ Certificate of Insurance (COI)
- ☐ Site Diagram (Showing Film and Parking Areas)
- ☐ HOA Approval
- ☐ Homeowners Approval
- ☐ Neighborhood Notification Letter
- ☐ Neighborhood (Hours: Start) Approval

THIS COVER SHEET MUST BE PROVIDED WITH ALL INSURANCE DOCUMENTS

5. SPECIAL EVENTS PERMIT COVER SHEET FOR EVIDENCING INSURANCE TO THE CITY OF CORAL GABLES

Legal Name of Permit Applicant (Individual or Company): _____

Insurance is being submitted for an ongoing Special Event (check one): ☐ YES or ☐ NO

Insurance is being submitted for one Special Event permit (check one): ☐ YES or ☐ NO

Will liquor be served at the Special Event (check one): ☐ YES or ☐ NO

Without limiting PERMIT APPLICANT'S indemnification of the CITY, and during the term of this Agreement, PERMIT APPLICANT shall provide and maintain at its own expense the below described programs of insurance. Such programs and evidence of insurance shall be satisfactory to the CITY and shall be primary to and not contributing with any other insurance or self-insurance program maintained by the CITY. Certificates or other evidence of coverage shall be delivered via email, fax or US mail to;

Such certificates or other evidence of coverage shall be delivered prior to commencing performance under this Permit, and shall contain the express condition that the CITY is to be given written notice of at least thirty (30) days in advance of any cancellation, non-renewal or material change of any insurance policy.

Certificate Holder should read:

City of Coral Gables

Insurance Compliance

P.O. Box 100085 - CE

Duluth, GA 30096

Email address: cityofcoralgables@ebix.com

6. INSURANCE REQUIREMENTS FOR COMPANIES

Companies are required to evidence the following Insurance to the City;

<u>Insurance Coverage Type</u>	<u>Limit of Liability Required</u>		
Commercial General Liability	Each Occurrence	\$1,000,000	Aggregate \$2,000,000
Liquor Liability (required if liquor is served)	Each Occurrence	\$1,000,000	Aggregate \$2,000,000

- All insurance policies evidenced to the City shall name the City of Coral Gables as an Additional Insured on a Primary and Non-contributory basis.
- All insurance policies evidenced to the City shall contain A Waiver of Subrogation Endorsement in favor of the City of Coral Gables.
- All insurance companies providing coverage must have an A.M. Best rating of at least (A-/VI) or an equivalent rating given by a recognized rating agency.

Companies evidencing insurance must provide the following documents to the City;

1. This Cover Sheet with all of the questions above answered.
2. A Certificate of Liability Insurance naming the City of Coral Gables as an additional insured on a primary and non-contributory basis including a Waiver of Subrogation in favor of the City.
3. A copy of the Endorsements evidencing that Additional Insured status has been provided to the City and that this coverage has been provided on a Primary & Non-Contributory Basis.
4. A copy of the all Waiver of Subrogation Endorsements for each line of coverage required.

7. INSURANCE REQUIREMENTS FOR INDIVIDUALS

Individuals are required to evidence the following Insurance to the City;

<u>Insurance Coverage Type</u>	<u>Limit of Liability Required</u>
Personal Liability Insurance (including host liquor liability coverage if liquor is served)	Each Occurrence \$300,000

Individuals evidencing insurance must provide the following documents to the City;

1. This Cover Sheet with all of the questions above answered.
2. A Certificate of Liability Insurance naming the City of Coral Gables as an additional insured.

8. IF APPLICANT DOES NOT HAVE INSURANCE

Alternatively, Companies & Individuals may obtain liability insurance through a TULIP (Tenant User Liability Insurance Program) established by the City @ www.ebi-ins.com/tulip.

The City of Coral Gables reserves the right to require additional types of insurance coverage or higher limits of liability for any event. This determination will be made by the Risk Management Division.