

**Movie and Film Permit Application**

 **Please return to the Community Development Office**

**1. Production Company Contact Information (please print):**

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location/Production Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Telephone: (cell) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (work) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (home) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Production Budget: \_\_\_\_\_\_\_\_ Total Personnel: \_\_\_\_\_\_ #Production Days: \_\_\_\_\_ #Hotel nights \_\_\_\_**

**3. Requested Locations (use back if needed):**

|  |  |  |  |
| --- | --- | --- | --- |
| Location (description & address) | Date(s) | Time In | Time Out |
|  |  |  |  |
|  |  |  |  |

If date is less than two weeks away, be aware city officials may not be able to meet the request due to routing.

**5. Type of assistance being requested from City of Seminole.**

**(Check all that apply and explain further on #7.)**

|  |  |
| --- | --- |
| Use of city buildings or land |  |
| Street closures |  |
| Sidewalk streets |  |
| Parking lot/spaces |  |
| Alleys |  |
| Barricades |  |
| Traffic Control |  |
| EMS on Standby |  |
| ODOT Permission for State Highway permission |  |
| Other: |  |

**6. Could any of the following be in use during filming?**

**(check all that apply and explain further on #7 ):**

|  |  |  |  |
| --- | --- | --- | --- |
| Vehicle Chases |  | Explosions |  |
| Fire |  | Animals (type & number) |  |
| Firearms/weapons |  | Night Shoots |  |
| Staged Fighting |  | Heavy Equipment |  |
| Loud Arguments |  | Nudity |  |
| Youth(s) (18 year or younger) |  | Sound Amplification Equipment |  |
| Flyovers (drone/airplane/helicopter) |  | Other: |  |

**7. Provide summary of assistance being requested from the City of Lawton and explain content being used during the filming:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. Do you have liability insurance? [ ] YES [ ] NO**

**8. Is a copy of the script available for review if needed? [ ] YES [ ] NO [ ] N/A**

**Please include a map of the area requested in the permit, include routes if event is a walk/run for**

**charity.**

**The Seminole Permit Board meets by Special Meeting only, usually on Monday mornings at 8:30. All**

**applications with attachments need to be submitted no later than Wednesday the week before the**

**meeting, or at minimum 3 business days prior to any meeting.**

**The following applies to signs for special city-wide events:**

* + - * **NO SIGNS IN THE HIGHWAY RIGHT OF WAY. Example: For a Municipal Park function, no signs**
* **can be posted along the edge of the road – they must be as far back as the electric poles.**
* **ANY APPROVED SIGNS CANNOT BE LARGER THAN 32 SQUARE FEET AT ANY LOCATION.**
* **Generally, a 4x8 foot sign.**
* **Signs may be placed 60 days in advance of the event, but must be taken down four days after**
* **the event is over.**
* **EVENT PERMIT REQUIRED.**
* **NO PAINT OR MARKING OTHER THAN TAPE OR CHALK ON ANY STREETS, SIDEWALKS OR ANY**
* **OTHER HARD SURFACE. Any markings by chalk or tape must be cleaned up within 48 hours after**
* **the conclusion of the event. Markings in areas other than streets or sidewalks MUST be**
* **approved by Permit Board and/or Park Board in advance of the event.**

**The Permit Board may request a $500 cleaning deposit before any event, and returned once the event is**

**over and the area involved is free of trash and debris from the event. If City crews are called out to**

**clean the area (including tape or chalk markings), the deposit is forfeited. If the cleanup is**

**substantial, the City has the right to invoice the event sponsor for direct costs associated with the**

**cleanup.**

**I, the undersigned, understand and agree that requesting a permit for this event does not exclude me**

**from taking care of the property where the event will be held, including making sure extra trash**

**receptacles will be on hand if needed, and picking up any trash left behind by the event or visitors. I**

**also understand that I will leave the area in as good a condition as it was received. I also understand**

**that special event insurance may be required by the Permit Board or Park Board in order to receive a**

**permit.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Event sponsor**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date**