

FILM PERMIT APPLICATION

City of Decatur
509 N. McDonough St.
P.O. Box 220
Decatur, Georgia 30031
404-371-8386 • Fax 404-371-1593
shirley.baylis@decaturga.com



Project title _____

Production company _____

Permanent company address _____

_____ Permanent phone _____

Local address _____

Local phone _____ Local fax _____

Producer _____ Production manager _____

Location manager _____ Phone _____ Fax _____

This project is a (check one) feature film documentary TV movie music video public service announcement
 corporate video commercial other _____

Size of crew _____ No. of production vehicles _____

Film dates _____ Times _____

Fax _____ Mobile _____ Email _____

Additional services needed city police city parks fire department sanitation/cleanup
 other _____

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Film permit fee: \$200 per day (payable to City of Decatur) Total paid _____ Date paid _____

Fee for filming in Decatur Cemetery: \$1,000 first day + \$500 each additional day x _____ days = Total _____
 Sanitation bond of \$100 received (required if film shoot is on public property)
 Proof of comprehensive liability insurance submitted and attached

Applicant's authorized agent Signature _____ Date _____

City film coordinator approval Signature _____ Date _____

Proposed Filming Location

Please describe the location you propose to use. Draw or attach a simple diagram labeling streets, cross streets and/or alleys to be used, and the expected date, time, and duration of your activity. Indicate ALL streets/walks subject to closure or traffic/pedestrian control. For multiple locations, please copy form.

Parking

Describe proposed parking staging area including catering and equipment placement. Include all public parking areas to be occupied by production vehicles.

Signage

The City of Decatur has a strict sign ordinance. Please indicate any signage that you will be placing in the City of Decatur, including signage directing crew to the site, dates the signs will be posted, and when they will be removed. All signage must include a phone number for the person responsible for removing the signage.