visit champaign county

CHAMPAIGN COUNTY APPLICATION FOR FILM PERMIT

Date of Application: _____

Project Title: _____

Project Type: ____ Film ____ TV Commercial ____ Music Video ____ Industrial ____ Student* *(must have valid Student ID)*

Filming Timeline: _____ Estimated Number of Production Days: _____

Company Name: _____ Federal ID#: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Email: _____

Cell Phone: _____ On-Set Phone: _____

Producer Name: _____

Director Name: _____

SHOOTING SCHEDULE BY LOCATION (*Please attach additional sheet if necessary*)

DATE	**LOCATION** (List streets/sidewalks to be used for filming and vehicle staging)	**START TIME**	**END TIME**

Describe Scenes (*Please attach additional sheet if necessary*): _____

_____

_____

_____

Will any of the following occur during filming?

Simulated Gunfire: ____ Yes ____ No
Pyrotechnics: ____ Yes ____ No
Live Burn: ____ Yes ____ No
Animal Use: ____ Yes ____ No
Child Actors: ____ Yes ____ No
Aircraft Use: ____ Yes ____ No

Will you be using any of the following equipment?

Jib Arm: ____ Yes ____ No
Dolly Track: ____ Yes ____ No
Tents: ____ Yes ____ No
Generator: ____ Yes ____ No

Will your production require:

Temporary Street Closure: ____ Yes ____ No Date/Time of Closure: _____
Traffic Control: ____ Yes ____ No Date/Time Needed: _____
Pedestrian Control: ____ Yes ____ No Date/Time Needed: _____

Please note that police must be present for road closures and traffic/pedestrian control; Film Office will coordinate with the appropriate department.

Estimated Number of Cast & Crew: _____

Estimated Number of Vehicles:

Personal Cars: _____ Equipment Trucks: _____ Passenger Vans: _____
Camera Cars: _____ Picture Cars: _____ Motorhomes: _____
Dressing Rooms: _____
Other Vehicles (please describe): _____

Application Guidelines

The producer agrees to pay in full the cost of repair for any damage to public or private property as a result of production activities.

The producer agrees to pay in full the costs, as appropriate, of any parking enforcement, police or fire department or other City/Village/County personnel utilized in conjunction with the location shoot at the established rate, determined on a case-by-case basis. Contact the Film Office for any appropriate fees for your production.

The producer agrees to obtain permits, when appropriate, from governmental institutions affected by the production.

Producer Signature: _____ Date: _____

Instructions

Please attach a certificate of insurance name the appropriate City or Village as an additional insured in the amount of $1,000,000 general liability, and $1,000,000 bodily injury, property damage and automobile liability. (**Student filming and films with a total budget less than $50,000—contact the Champaign County Film Office regarding your insurance requirements.*)

This is an application only and must be submitted with $25 application fee made payable to Visit Champaign County and required insurance documents prior to approval. (**No fee for student filming or films with a budget less than $50,000 in Champaign County.*)

Send completed applications to Ryan Reid at ryanr@visitchampaigncounty.org or Visit Champaign County c/o Film Office, 17 E. Taylor St., Champaign, IL 61820.

Thank you for considering Champaign County as your filming backdrop.