

Town of Pound Ridge

FILMING & PHOTOGRAPHY PERMIT REQUIREMENTS

1. *Company* shall, no later than 3 business days prior to the issuance of the permit, provide the Town with a certificate of Commercial General Liability Insurance in an amount not less than \$2,000,000.00 with the Town of Pound Ridge listed as an additional insured, Business Auto Liability insurance in an amount not less than \$1,000,000.00 and Workers Compensation & Employers' Liability. All insurance must cover the entire duration of *company* activity in Pound Ridge.

Certificates for Commercial General Liability and Business Auto Liability at liability limits no less than \$1,000,000.00 as well as Workers Compensation & Employers' Liability should be obtained by *company*, from all subcontractors performing work for *company* in the Town of Pound Ridge. Copies shall be forwarded to the Town no later than 3 business days prior to the issuance of the permit.

2. *Company* shall, no later than 3 business days prior to the issuance of the permit, provide a hold harmless and indemnification agreement on the form approved by the Town Attorney. This agreement, signed by an officer of *company* and by the property owner (if applicable) and by the Supervisor or Deputy Supervisor of the Town of Pound Ridge, shall state that the filming or photography *company* and the property owner (if applicable) shall indemnify, protect and hold harmless the Town of Pound Ridge, its officials, agents, servants, employees, and subcontractors from and against any and all claims, suits, damages, judgments, costs, expenses, charges and liabilities of any kind, legal or otherwise, either direct or indirect, by reason of death, personal injury or property damage to any and all persons or property attributable to or arising out of the acts of *company*, its agents, employees, or subcontractor. *Company* shall provide contractual liability protection to cover this hold harmless and indemnification agreement and the *company* and property owner. The Certificate of Insurance noted in Paragraph 1 above shall evidence such coverage.

The signed hold harmless and indemnification agreement referred to above and all certificates of insurance required in Paragraph 1 above shall be reviewed and approved by the Town Attorney or Deputy Town Attorney prior to the issuance of the permit.

3. *Company* shall, prior to the issuance of the permit, pay the Town of Pound Ridge the following fees: a) For motion picture, whether by film, digital or other device, seven hundred fifty dollars (\$750.00) for the first day of activity and five hundred dollars (\$500.00) for each additional day; or b) For still photography, whether by film, digital or other device, five hundred dollars (\$500.00) for the first day of activity and two hundred fifty dollars for each additional day of activity.

4. The Pound Ridge Police Department shall be notified regarding parking or traffic situations. If police patrol or trafficking is needed, the filming or photography company will pay a fee of fifty dollars (\$50.00) per hour for such services. The amount of such services needed shall be estimated by the Police Department and the estimated fee paid in advance of issuance of the permit. In the event additional police services (in the sole discretion of the Police Department) are necessary, the company shall be responsible for the payment for any and all fees for such additional services.

5. It is the responsibility of the *company* to provide safe access and egress for emergency vehicles at all times when principals, crew members, employees and subcontractors are present on the location.

6. *Company* must make every reasonable effort to minimize noise and light disturbance, but especially during the hours from 6:00 a.m. to 8:00 a.m. and from 6:00 p.m. to 10:00 p.m. All activity, artificial lighting and noise on the site must end by 10:00 p.m..

7. It is the responsibility of the company to provide trash removal on the premises of the location.

8. Violations of the above conditions are subject to a \$350 penalty for each infraction. While the Town of Pound Ridge will make a reasonable effort to notify the contact person to give *company* an opportunity to cure a violation, repeated infractions may cause the permit to be revoked.

9. *A copy of these requirements shall be attached to and become a part of any permit granted.*