COSUMNES COMMUNITY SERVICES DISTRICT

Filming Agreement Application

A Use Agreement is required for the following types of filming on District Property:
- Commercial
- Independent
- Student / Educational
- Non-Profit
- Use of an Unmanned Aircraft Systems (UAS)

Commercial filming and photography include motion picture and television productions, videos, web broadcasts, commercials, and off-news productions.

Individuals/Companies that fall within the categories listed above must complete an application for consideration. If approved, designated staff will work with the applicant with completing a Use Agreement.

Filming for newscasts and non-commercial purposes (e.g. weddings, sports, child's participation in a District activity, and family or community events) does not require a Use Agreement and is not subject to this policy.

The terms "photograph" or "photography", "recording" or "filming" are used generally and refer to any method including photography, filming, videotaping or any other process of still or moving image or audiovisual capturing in any method used now or in the future.

Applicants must use reasonable efforts to minimize any disruption the filming may cause to District Property or its general vicinity, including, but not limited to, disruptions to District activities.

Application Submittal

Individuals/Companies that fall within the categories listed above must complete an application for consideration. If approved, designated staff will work with the applicant with completing a Use Agreement.

Applications are considered on a case-by-case basis and are subject to property availability. Applications are reviewed, approved and issued after consultation with other applicable departments, divisions and/or outside organizations.

The District reserves the right to reject any application. If application is approved, District staff will contact company representative to finalize a Use Agreement. Approved applicants will be required to sign a Use Agreement and provide Insurance Documentation.

Application Submittal (continued)

This application must be completed and submitted to the Administrative Services Office 30 business days prior to the requested filming date(s). Applications are accepted via email or mail to the address below.

Cosumnes Community Services District
8820 Elk Grove Blvd., Elk Grove, CA 95624
Email: GMSupportTeam@yourcsd.com

Insurance Requirements

Insurance documentation is due upon submittal of signed Use Agreement prior to the filming date(s). Applicant must maintain in force, during the full term of the Use Agreement, insurance in the following amounts and coverages, unless such insurance provisions are waived in writing by the District's General Manager, in their sole discretion:

- Commercial General Liability Insurance with limits not less than $1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including coverages for Contractual Liability, Personal Injury, Independent Contractors, Broadform Property Damage, and Products Liability and Completed Operations;

- Commercial Automobile Liability Insurance with limits not less than $1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including coverages for owned, non-owned and hired automobiles, as applicable; and

- Workers' Compensation Insurance in statutory amounts with Employer's Liability Coverage with limits of not less than $1,000,000 each accident.

- Commercial General Liability and Commercial Automobile Liability Insurance policies must provide the following:

  - o Name as Additional Insureds the District, its officers, agents, and employees.

  - o That such policies are primary insurance to any other insurance available to the Additional Insureds, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought.

  - o All policies shall provide 30 (thirty) days' written notice to District of cancellation or material change.

COSUMNES COMMUNITY SERVICES DISTRICT

Filming Agreement Application

APPLICANT CONTACT INFORMATION

Company Name: _____

Company Address: _____

Street   City   State   Zip

Representative Name: _____

Representative Address: _____

Street   City   State   Zip

Phone: (_____)_____(_____)_____(_____)_____

Home Phone   Work Phone   Cell Phone

Email Address: _____

PRODUCTION INFORMATION

Title or Product (if applicable): _____

Type of Production: _____

Filming Date(s): _____

Time(s): _____

Location(s): _____

Summarize the scene(s) to be filmed: _____

_____

_____

_____

APPLICATION SUBMITTAL

Submit completed application via email or mail to the address listed below.
Cosumnes Community Services District
8820 Elk Grove Blvd., Elk Grove, CA 95624
Email: GMSupportTeam@yourcsd.com

APPLICANT SIGNATURE

This Application may be executed in two or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. This Application shall be effective and binding on all parties upon the delivery by both parties of a sign copy to the other party, which may be done by facsimile transmission or portable document format (PDF).

I understand that I will be contacted by a District representative within five business days from the date the application is received and that my application is not final until a Use Agreement is signed and proper insurance is submitted. I attest that all the information provided in this application is true and correct.

Applicant Signature: _____   Date: _____

| OFFICE USE ONLY: | Date Received: _____ | By: _____ | ☐ Approved | ☐ Denied |