

**M-NCPPC, DEPARTMENT OF PARKS AND RECREATION
PRINCE GEORGE'S COUNTY
Filming and/or Professional Photography Permit Application**

This application must be completed in full by any individual or company interested in media production (film, video, large-scale/commercial photography) on The Maryland-National Capital Park and Planning Commission, Department of Parks and Recreation's property at least five business days prior to requested filming date. Guidelines are subject to change and may be enforced as conditions of the permit.

Effective, July 1, 2017, there is a \$150 permit application fee and applicable facility rental and/or Park Police fees may apply.

Pay application fee here: <https://web1.vermontsystems.com/wbws/mdpgparks/wsc/search.html?module=PSS&fmid=6329245>

Information

Requested Location			
Today's Date		Requested Date (At <u>least</u> 24 hours' notice is required in the event of a change)	Time(s) of Use
Contact Person		Name of Group or Organization	
Phone		E-mail Address	
Type of Project:		Description of Project:	
Student Film <input type="checkbox"/>	Feature Film <input type="checkbox"/>	TV Series <input type="checkbox"/>	
Commercial <input type="checkbox"/>	Music Video <input type="checkbox"/>	TV Program <input type="checkbox"/>	
Corporate Video <input type="checkbox"/>	Photography <input type="checkbox"/>	TV Movie <input type="checkbox"/>	
Documentary <input type="checkbox"/>	PSA <input type="checkbox"/>	Other <input type="checkbox"/>	
Number in Crew		Number in Cast	Number of Vehicles
Will you be using amplified sound?	<input type="checkbox"/> YES <input type="checkbox"/> NO	If so, what kind?	
Will you be using special effects?	<input type="checkbox"/> YES <input type="checkbox"/> NO	If so, what kind?	
Do you require Park Police presence?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Note: Park Police presence may be determined as required based on details you provide. If the presence is deemed required, a fee will be associated.	

Special requests/ requirements/
 considerations:

Applicant(s) **MUST** provide a valid certificate of liability insurance written by a carrier licensed to write insurance in the state of Maryland with compensation of \$1,000,000.00 per occurrence and aggregate. **Certificate of insurance must name "M-NCPPC, Department of Parks and Recreation" as an additional insured.**

TERMS AND CONDITIONS

1. The undersigned hereby acknowledges responsibility for adherence to all of the terms and conditions hereof as well as all Federal and State laws and Department of Parks and Recreation rules and regulations.
2. The undersigned assumes liability for any and all damages occurring as the result or in connection with the undersigned's use of any Department of Parks and Recreation property.
3. The undersigned acknowledges that the use of the Department of Parks and Recreation's property shall be limited solely to the purposes set forth in this permit, and no structures of any kind, except those expressly permitted, shall be erected or placed thereon.
4. No vehicles or heavy equipment shall be allowed off paved areas without express permission.
5. The undersigned acknowledges that the Department of Parks and Recreation assumes no liability for any damages, injuries, deaths or expenses incurred as a result of or in connection with the above described event.
6. The undersigned certifies that the information contained herein and in the application form is true and correct.
7. Any and all change requests must be received at least one business day prior to the shoot.
8. The permit shall not become effective until satisfactory proof of liability insurance is presented to the Department of Parks and Recreation in the amount of \$1,000,000.00, naming The Maryland-National Capital Park and Planning Commission (M-NCPPC), Department of Parks and Recreation as additionally insured.
9. If permission is granted by the Department of Parks and Recreation, a written permit will not be issued until full payment is made.
10. If permission is granted by the Department of Parks and Recreation, a written permit will be issued including time, date and location of filming and acceptable activities within the scope of the permit.
11. The undersigned acknowledges understanding that this application does not guarantee approval of the request, which will be evaluated by Department of Parks and Recreation staff.

SIGNATURE

(Application **will not** be accepted without signature)

Printed Name

Date