



APPLICATION FOR COMMERCIAL FILMING/TAPING  
IN THE VILLAGE OF FOREST PARK

Date: \_\_\_\_\_

1. Information:

Name of Production Company: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Name of Producer: \_\_\_\_\_ Phone: \_\_\_\_\_

Producer Email Address: \_\_\_\_\_ Cell: \_\_\_\_\_

Name of Director: \_\_\_\_\_ Phone: \_\_\_\_\_

Director Email Address: \_\_\_\_\_ Cell: \_\_\_\_\_

Name of Location Coordinator: \_\_\_\_\_ Phone: \_\_\_\_\_

Location Coord. Email Address: \_\_\_\_\_ Cell: \_\_\_\_\_

Type of Production (i.e. Commercial, Feature Film, Film Scene, Training Film, etc.):  
\_\_\_\_\_  
\_\_\_\_\_

Production Schedule  
(Give dates and times)  
\_\_\_\_\_  
\_\_\_\_\_

*Allowances for weather or other conditions beyond producer's control will be made after consultation with the Clerk's Office*

Proposed location(s) of production:  
\_\_\_\_\_

General description of script or content of production as well as any special effects:  
\_\_\_\_\_

Anticipated needs of Village personnel, equipment and/or property:

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2. Insurance:

The Applicant shall submit a certificate of insurance, naming the Village of Forest Park and its corporate authorities, officers, officials, boards, commissions, employees, attorneys, agents and representatives as additional insureds, in the amount of \$1,000,000 general liability, including bodily injury and property damage, and automobile liability (if applicable) in the amount of \$1,000,000 including bodily injury and property damage.

Such certificate shall include the following language: "The Village of Forest Park, its corporate authorities, officers, officials, boards, commissions, employees, attorneys, agents and representatives are made additional insureds with respect to any and all claims which arise out of, or are in any way related to, the operations of (the film maker) while present in the Village of Forest Park."

The Applicant shall also submit proof that the appropriate workers compensation and employer's liability insurance have been provided for the employees of the filming company.

Certificate attached:  check if attached

3. Hold Harmless Agreement:

The Applicant shall sign a Hold Harmless Agreement with the Village of Forest Park holding the Village harmless of any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use.

4. Surety Bond Required:

In addition to the foregoing requirements, the applicant shall, as a part of his application, deposit with the village clerk cash or a surety bond in the amount of ten thousand dollars (\$10,000.00) as security for the payment of any damage which may result to such public way, public park or public building by reason of the applicant's use of the same pursuant to a permit to be issued herein. Any part of said deposit not needed or used to repair, replace or restore damage so occasioned to public property by the applicant at the end of the permit period shall be returned to the applicant within ten (10) days after the expiration date.

5. Village Recognition:

The village shall be duly identified in the publication of any film, tape or periodical, which includes therein public buildings or public areas of the village.

6. Miscellaneous:

Specify any other circumstances, conditions, or anticipated needs not covered in this application:

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