



# City of Darien, GA Media Production Permit



**THIS APPLICATION MUST BE APPLIED FOR TEN (10) BUSINESS DAYS PRIOR TO SHOOT**

No person shall use any public property, building, structure or facility, for taking or making any motion picture, television production or photographic production without first applying for and receiving a Media Production Permit. This information is necessary to process a request for a film/television permit from The City of Darien, GA. A permit is required for any filming activity taking place within the Darien city limits on public property, including any roads, docks, or bridges, and any easements along private property where a hinderance is caused for public access.

Please fill in all of the blanks, using *none* or *not applicable (N/A)* where necessary. Return a completed copy of this application and all other required documentation either via email: [mcintoshfilm@icloud.com](mailto:mcintoshfilm@icloud.com), or in person to: Darien City Hall, 106 Washington Street, Darien, GA 31305 at least 10 working days in advance before the filming activity takes place. All permits are issued on a first come first served basis.

**Production Company Information:**

Production Company Name:	Project Title:	Type of Production:
Permanent Company Address:		Business Phone:
Producer Name:		Cell Phone:
Email:		
Location Manager Name:		Cell Phone:
Email:		

**Production Information:**

City of Darien Filming Locations (Name & Full Address): _____ _____		
Film Date(s): ___ / ___ / ___  Through: ___ / ___ / ___	Film Time(s): _____ a.m./p.m  Until _____ a.m./p.m	Inclement Weather Alternate Date:  _____

**Project Description:**

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___ Feature Film ___ TV ___ Documentary ___ Commercial ___ Still Photo ___ Music Video ___ Student ___ Other:	
Do you plan to have amplified sound? ___ Yes ___ No (Note: Applicant must comply with Noise Ordinance)	
Number of Cast/Crew: _____ / _____	Number of Extras: _____
Any Special Effects? ___ Yes ___ No	Please describe:
Will you use Drones? ___ Yes ___ No	Will there be pyrotechnics? ___ Yes ___ No

**Vehicles and Parking:**

Number of Vehicles: _____ Types of Vehicles: Cars and Vans: _____ Trucks _____ Trailers _____ Other: _____	
Crew Parking Location:	
Base Camp Location:	
Any street parking? ___ Yes ___ No	Will you require road closures? ___ Yes ___ No

**Other:**

Will you require a facility for catering? ___ Yes ___ No
Will you need a location for food truck type concession? ___ Yes ___ No

**ATTACH THE FOLLOWING SUPPORTING DOCUMENTS AS THEY PERTAIN TO YOUR PROJECT:**

- 1. Narrative describing the scope of all production activities.**
- 2. Map showing all proposed film locations.**
- 3. Request for off-duty police personnel if needed.**
- 4. Request for use of county owned buildings or property (other than public right-of-ways). Separate rental fees or charges may be incurred.**
- 5. Productions occurring in or near residential areas (within 500 feet) must include written acknowledgments of notice from those residents, to the extent feasible.**
- 6. A signed Indemnification and Hold Harmless Agreement.**
- 7. Certificate of Insurance naming The City of Darien Georgia as an additional insured for no less than \$1,000,000.00.**

**FEE SCHEDULE**

**Application Fee** – There is no permit application fee at this time.

**Additional Fees** – May be assessed based upon specific or special services by a City or County department, based on labor, time, and equipment necessary to provide the service. Security or Traffic Control through the McIntosh County Sherriff's Department is charged at \$50/hour, per officer.

**INDEMNIFICATION/HOLD HARMLESS AGREEMENT**

We, the above named organization, agree to release, absolve, indemnify and hold harmless The City of Darien, GA, it's employees, agents and officials from and against all claims, demands, liabilities, suits, judgments and decrees, losses and costs and expenses of any kind or nature whatsoever on account of injuries to or death of any person or persons or damage to any property occurring directly or indirectly from permitted activities conducted by the above named organization or its employees, agents, servants, or associates or subcontractors however such injuries or death or damage to property may be caused.

The information provided in the application and all applicable documents contain accurate and correct information. I understand that any changes must be presented to the county as soon as possible.

Signature of Applicant or Authorized Agent \_\_\_\_\_

Printed name of Applicant or Authorized Agent \_\_\_\_\_

Approvals ~

Public Safety Director \_\_\_\_\_ Date \_\_\_\_\_

City Manager \_\_\_\_\_ Date \_\_\_\_\_