



**2010  
STILL PHOTO and/or COMMERCIAL FILMING REQUEST  
Inyo National Forest**

<p><b>Date:</b></p> <p><b>Company:</b></p> <p><b>Authorized Company Representative (Person signing permit):</b></p> <p><i>*Include Letter of Authorization on company letterhead with this form.</i></p> <p><b>Address:</b></p> <p><b>Phone:</b></p> <p><b>Fax:</b></p> <p><b>E-mail:</b></p>	<p><b>Project Title:</b></p> <p><b>On Site Contact/Title:</b></p> <p><b>Cell Phone:</b></p> <p><b>On Site Backup Contact/Title:</b></p> <p><b>Cell Phone:</b></p> <p><i>F.S. Use: Assigned Permit #:</i> _____</p>
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**I. PRODUCTION INFORMATION:**

<p><b>TYPE:</b></p> <p>Still Photography</p> <p>Commercial</p> <p>TV Movie</p> <p>TV Episode</p> <p>Feature Film</p>	<p>Music Video</p> <p>Corporate Video</p> <p>Documentary</p> <p>Other:</p>
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**PROPOSED NAME OF LOCATION(S):**  
*Attach a detailed map (this should be from a topographical map (scale 1:24 000) and include legal description (Township, Range & Section[s]). Show proposed staging area on map. (Your request will be delayed if a map without sufficient detail is NOT provided)*

**Total Number of people on location (include actors, crew members, etc.):**

**Production Date(s) (Include alternative dates or weather day):**

**Set Up (date, length of time, time of day):**

**Production (start/stop):**

**Breakdown & restoration (start/stop):**

<b>STUNTS/SPECIAL EFFECTS PROPOSED:</b> <b>Pyrotechnics</b> <b>Hazardous Materials (<i>Provide MSDS</i>)</b> <b>Domestic or Wild Animals</b> <b>Aerial Stunts</b>	<b>SPECIAL CIRCUMSTANCES PROPOSED:</b> <b>Helicopter Shoot (<i>Ask for Safety Plan Form</i>)</b> <b>Night Shoot (<i>Overtime payment required</i>)</b> <b>Overnight set storage and/or guard</b>
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**II. DESCRIPTION OF PROJECT** (*attach story board if applicable and describe any proposed ground disturbing activities*):

**Action involving vehicles and/or equipment:**

**Props proposed:**

**If needed, who is providing traffic control (attach copy of contract)**(*Please note traffic may not be held longer than 10 min.*):

**Will part of the shoot be on adjacent landowner's land?** (*If so, please attach copies of other agency permits and/or letter of permission from other special use permit holders.*)

**Yes**                      **No**

**III. DESCRIPTION OF EQUIPMENT:**

<p><b>Equipment Detail (numbers):</b></p> <p>_____ <b>Generators</b>    _____ <b>Cars</b>                      _____ <b>Trucks</b>    _____ <b>RVs</b>    _____ <b>Other:</b></p>
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<b>APPLICANT'S SIGNATURE:</b>	<b>DATE:</b>
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## INSURANCE CERTIFICATE REQUIREMENTS

**The following are the requirements for a Certificate of Insurance to be acceptable to the government. These requirements are specific to any private improvement or activity which takes place on Forest Service system lands:**

- The required Minimum Coverage Amount is \$25/100/300 (\$25,000 Property Damage, \$100,000 death or injury – one person, and \$300,000 more than one person) or \$300,000 Combined Single Limit (in thousands). If aircraft is involved, the Minimum Coverage Amount is \$5 million based on the California Film Commission requirements.
- The Certificate must show the “United States Government” as additional insured, not the “U.S. Forest Service”.
- The certificate holder block must contain the following language:
  1. For the Mammoth Ranger District: “United States Government, Attn: Film Permit Administrator, P.O. Box 148, Mammoth Lakes, CA 93546”
  2. For the Mono Lake Ranger District: “United States Government, Attn: Film Permit Administrator, P.O. Box 429, Lee Vining, CA 93541”
  3. For the Mt. Whitney Ranger District: “United States Government, Attn: Film Permit Administrator, P.O. Box 8, Lone Pine, CA 93545”
  4. For the White Mountain Ranger District: “United States Government, Attn: Film Permit Administrator, 798 N. Main St., Bishop, CA 93514
- The policy should provide for 30 days written notice before changes in the policy or cancellation.
- The words, “endeavor to” and “but failure to mail such notice shall impose no obligation or liability of any kind upon the company” should be stricken.

## WHO TO CONTACT

**The following is a list of contacts for filming permits. It is helpful if you call us with your proposal prior to submitting a request form so that we may expedite the permit process. Respectfully, we ask for a minimum of 2 weeks notice so that we may provide a higher level of customer service to you. Thank you for your assistance in making the permit process proceed smoothly.**

- ❖ For the Mammoth & Mono Lake Ranger Districts: Donna Bertolina, Special Use Administrator, (760) 924-5518 (W); e-mail: [dbertolina@fs.fed.us](mailto:dbertolina@fs.fed.us); (760) 924-5537 (FAX)
- ❖ For the Mono Basin Scenic Area: Jon Kazmierski, Scenic Area Visitor Center Director, (760) 647-3010 (W); e-mail: [jkazmierski@fs.fed.us](mailto:jkazmierski@fs.fed.us); (760) 647-3046 (Summer FAX); (760) 647-3027 (Winter FAX)
- ❖ For the White Mountain Ranger District: Mary Furney, Recreation & Lands Officer, (760) 876-6206(W); [mfurney@fs.fed.us](mailto:mfurney@fs.fed.us); (760) 876-6202 (FAX)
- ❖ For the Ancient Bristlecone Pine Forest: John Louth, Interpretive Specialist (760) 873-2563(W); [jlouth@fs.fed.us](mailto:jlouth@fs.fed.us); (760) 873-2563 (FAX)
- ❖ For the Mt. Whitney Ranger District: Mary Furney, Recreation & Lands Officer, (760) 876-6206 (W); [mfurney@fs.fed.us](mailto:mfurney@fs.fed.us); (760) 876-6202 (FAX)

## **COST RECOVERY**

### **PROCESSING FEE SCHEDULE AND MONITORING FEE SCHEDULE**

**(Separate Fee for Processing & Monitoring)**

Category 1	>1 hour, up to 8 hours	\$111.00	One Time Fee
Category 2	>8 Hours, up to 24 hours	\$392.00	One Time Fee
Category 3	>24 Hours, up to 36 hours	\$738.00	One Time Fee
Category 4	>36 Hours, up to 50 hours	\$1,057.00	One Time Fee
Category 5 & 6	>50 Hours	Agreement required	

## **LAND USE FEE SCHEDULE**

### **Still Photography (551)**

1-10 people	\$50.00/day
11-30 people	\$150.00/day
30+ people	\$250.00/day

### **Commercial Filming (552)**

1-10 people	\$150.00/day
11-30 people	\$200.00/day
31-60 people	\$500.00/day
60+ people	\$600.00/day

## **FORM OF PAYMENT**

- **No Cash accepted**
- **Make Check/Money Order/Cashier's Check payable to: USDA Forest Service**
- **Cost recovery fee and Land Use Fee may be combined into one payment**

**TO BE COMPLETED BY U.S. FOREST SERVICE**

<b>Fees (BFC # _____):</b>	<b>Letter of Authorization Required?</b> YES                      N/A
<b>Cost Recovery: Permit Preparation</b> _____	<b>Certification of Insurance Received:</b> YES                      NO
<b>Monitoring</b> _____	<b>Other Coordination Required? (i.e. DWP, BLM, Cal Trans, County, Town):</b> YES                      N/A
<b>Land use:</b> _____	<b>Other F.S. Permit Holder Coordination Req?:</b> YES                      N/A
<b>TOTAL</b> _____	<b>Aviation Safety Plan Required? (any use of aircraft needs this):</b> YES                      N/A
<b>Bonding:</b> YES                      Amount: _____                      N/A	<b>01/05/10 db</b>