



# PHOTOGRAPHY & FILMING REQUEST GIFFORD PINCHOT NATIONAL FOREST

**Notice:** Required response time to a filming request begins upon receipt of sufficient details to evaluate the effects of the filming activity on National Forest System lands. Please provide detailed narratives below. Attach additional sheets necessary to document all pertinent and required information.

Date:	Project Title:
Company:	Production Date(s) (Include alternative dates):
Authorized Company Representative:	Primary Contact/Title:
Address:	Phone:
Phone:	Backup Contact/Title:
Fax:	Phone:

## 1. Production Information:

<p>TYPE:</p> <p>Still Photography    Commercial    TV Movie    TV Episodic    Feature Film</p> <p>Music Video    Corporate Video    Documentary    Other _____</p>
<p><b>PROPOSED LOCATION(S)(Including size of area to be used, legal description):</b></p> <p><b>NOTE:</b> Ownership within the Gifford Pinchot National Forest is segmented in areas. It is the responsibility of the applicant to determine if coordination with other agencies or private landowners is necessary.</p>



**Total number of people on location:**

(include actors, crew members, etc.)

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

Production (start/stop dates/time):

Breakdown and restoration (start/stop dates/time)

<b>STUNTS/SPECIAL EFFECTS PROPOSED:</b>			
Pyrotechnics	Hazardous Materials	Riparian Area	Aerial Stunts
Domestic or Wild Animals	Developed Recreation Site	Other:	
<b>Special Request information:</b>			
Wilderness	Use of aircraft (type, time of day, flight pattern). Including drones/Unmanned Aircraft Systems (UAS).		
Weather	Other:		

**II. DESCRIPTION OF ACTIVITY:**

(Include map of area, proposed ground disturbing activities, attach narratives and story boards of action in full description needed).

Include parking plan (vehicles, equipment, and aircraft)

Include staging plan (dressing rooms, catering, portable restrooms, etc.):



**III. DESCRIPTION OF EQUIPMENT:**

**EQUIPMENT DETAIL(numbers):**

\_\_\_\_\_ GENERATORS    \_\_\_\_\_ CARS    \_\_\_\_\_ TRUCKS    \_\_\_\_\_ RVS  
 OTHER \_\_\_\_\_

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

**Props proposed:**

**Traffic and safety control/special closures measures needed:** (have you obtained permission to use improvements not owned by/under the jurisdiction of the United States Government, i.e. structures, roadways, etc.)?

<b>Applicants Signature:</b> _____	<b>Date:</b> _____
<p>To be completed by the Forest Service:</p> <p><b>Fees</b>  <b>Photography/Filming Land Use Fee:</b> _____</p> <p><b>Permit Preparation/Monitoring Cost:</b> _____          (See attached cost recovery worksheets)</p> <p style="text-align: right;"><b>Total Amount:</b> _____</p> <p><b>Certification of Insurance Received:</b>    <b>Yes</b>    <b>No</b></p> <p><b>Bonding:</b>          Required:    <b>Yes</b>    <b>No</b>    <b>Amount:</b> _____          Received:    <b>Yes</b>    <b>No</b></p>	<p><b>Land Use Fee Schedule - 2016</b></p> <p><b>Minimum Use Fee \$110.00</b></p> <p><b>Still Photography</b>          1-3 people    \$110.00/day          4-15 people    \$230.00/day          16 or more    \$383.00/day</p> <p><b>Motion Picture &amp; TV production</b>          1-3 people    \$110.00/day          4 - 10 people    \$234.00/day          11-30 people    \$306.00/day          31-60 people    \$768.00/day          61 or more    \$921.00/day</p>



<p><b>Concessionaire/Permittee Coordination Required:</b> Yes No</p> <p><b>Other Landowner/Agency Coordination Required:</b> Yes No</p>	<p><b>In addition to the above use fee, a minimum \$122.00 will be charged for permit processing. Additional fees may be added depending on permit complexity and monitoring needs.</b></p> <p><b>Certificate of Insurance Required</b> See attached insurance requirements</p>
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**USDA Forest Service Insurance Requirements**

The following insurance guidelines are provided to show why insurance requirements are necessary and how the Certificate of Insurance needs to be prepared to meet the agency direction.

The Code of Federal Regulations 36 CFR 251 Subpart (b) and the Special Use Permit require the Permittee to indemnify the United States against any liability for damage to life or property arising from the operations on National Forest System Lands. The Permit requires the Permittee to have the insurance company name the *United States Government* (Forest Service) as an additionally insured party as detailed in the policy for all operations of the permit holder for all locations while on land administered by the Forest Service. The policy must be an occurrence based policy with a minimum of a two year tail.

A Certificate of Insurance must be presented to the Forest Service before a Special Use Permit will be issued. Additionally, a complete copy of the policy must be submitted for review if it has been over 2 years since the entire policy has been submitted. For long-term or high risk projects the Authorized Officer may require that a complete copy of the actual insurance policy be furnished each time before the permit is issued.

The permit holder is required to notify the Forest Service within 30 days of any cancellation or change in policy; and within 10 days on any nonpayment at the address noted below.

The following acceptable additional insured clause *shall be shown in verbatim* on the face of the Certificate of Insurance or Binder and, as a clause or an endorsement in the insurance policy:

**'It is understood and agreed that the United States Government is additional insured solely as respects liability arising from operations of the named insured.'**

The requirement of additional insured shall not be limited to the negligence or gross negligence of the permit holder; but shall apply to all operations of the permit holder on Forest Service land at all locations covered by their permit.



**United States Government** shall be listed in the certificate holder box as follows:

**United States Government  
Gifford Pinchot National Forest  
501 E. 5th St., #404  
Vancouver, WA 98661**

If these clauses are not on the Certificate of Insurance in verbatim, and are not in the insurance policy or on an endorsement as stated above, a Special Use Permit will **not** be issued.

The amount of insurance required will depend on the degree of risk involved. The defense costs are included in the general liability limits, the total required limits of general liability insurance required Forest will be doubled. The Forest Representative administering the special use permit will inform the prospective permittee of the required liability coverage necessary, such as: (coverage's shown minimums)

- (1) \$10,000 Property Damage
- (2) \$100,000 Death or injury to One Individual, and
- (3) \$300,000 Death or injury to more than One Individual
- (4) \$300,000 Combined Single Limit (CSL)

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average one (1) hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974(5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.