

FILMING SPECIAL USE PERMITS

What is commercial filming?

Commercial filming is the use of motion picture, videotaping, sound-recording, or any other type of moving image or audio recording equipment on National Forest lands that involves the use of actors, models, sets, or props or the advertisement of a product or service.

The Willamette National Forest offers diverse landscapes and activities that have been captured through a variety of media for print ads, commercials, and full length films. The Willamette National Forest promotes continued efforts to highlight these landscapes and activities by assisting commercial filming enterprises.

When is a special use permit required?

A Special Use permit is required for any commercial filming, both still and motion pictures, if any of the following criterion apply:

- The filming includes the use of actors or models
- The filming includes the use of sets or props (such as commercial products)
- The filming is proposed in a location that is not open to the general public

Permits are not required for coverage of breaking news stories or the filming of scenery with no actors, models, sets, or props. Contact the district special use permit administrator if you have any questions about your proposed filming and whether a permit is required.

How do I get a special use permit for commercial filming?

The application process begins with contacting the appropriate district special use permit administrator and submitting the application. Please fill out the application as completely as possible since the special use permit will authorize only what is included on the application. Applications are due a minimum of 30 days prior to filming.

The best way to ensure you receive a permit is to start as early as possible and contact the district special use permit administrator for the area you are wanting to film. The district special use permit administrator will provide the required form for receiving a special use permit. Timelines for responses vary by office and filming site(s); applications are due a minimum of 30 days prior to filming. Exceptions may be made on a case by case basis.

Why might an application be denied?

A commercial filming application could create an unreasonable impact on public use of an area and be denied. Filming could cause unacceptable damage to natural resources or pose a health or safety hazard to the film crew, the public, or wildlife. In addition, special management areas on the Forest and Grassland restrict or limit filming opportunities. For example, commercial filming is not allowed in Federally designated Wilderness areas unless the activity's objective is to disseminate information about wilderness, is wilderness-dependent and an appropriate non-wilderness substitute does not exist, and the activity would not involve the use of any motorized equipment or mechanical transport. The Forest encourages applicants to contact the district special use permit administrator early on in the process to ensure a timely application review.

What are the fees?

When your proposal has been accepted, the Forest Service will identify the fees necessary to issue the permit. Processing fees and land use fees must be paid prior to the issuance of a permit. Fees for commercial filming

FAQs/Questions and Answers - (continued)

are based on a regional schedule, determined by the number of days of filming, and the number of people.

Checklist for commercial filming permit

It is important to contact the district special use permit administrators as early as possible to ensure a timely application review. The checklist below can help your company compile permit information early on in the process.

- Submit a Photography Film and Request application at least 30 days prior to a desired production date. A shorter timeline request will be done on a case by case basis. The form includes company contact information as well as project date, time, and description.
- Describe the needs and type of location desired for filming. This description should include a map of the area, storyboards, photos, and proposed ground disturbing activities.
- Develop a time schedule that includes dates and locations of operations.
- List all vehicles, equipment, props, chemicals, or other materials that will be used or transported. Calculate the number of people that will be involved for set up, filming, breakdown, and restoration.
- Provide a certificate of insurance. Instructions are in the Photography Film and Request application

Who do I contact to get more information on special use permits?

For more information on special use permits, please contact the district special use permit administrator at the following locations:

Detroit Ranger District

44125 North Santiam Highway SE
Detroit, OR 97342
503-854-3366

McKenzie River Ranger District

57600 McKenzie Hwy
McKenzie Bridge, OR 97413
541-822-7209

Sweet Home Ranger District

4431 Highway 20
Sweet Home, OR 97386
541-367-5168

Middle Fork Ranger District

46375 Highway 58
Westfir, OR 97492
541-782-5243

Resource Links

General information regarding Special Use permits on the Willamette National Forest is available at:
<http://www.fs.usda.gov/detail/centraloregon/passes-permits/event-commercial/?cid=stelprdb5213887>.

General information on Special Use permits for U.S. Forest Service is available at:
<http://www.fs.fed.us/specialuses/index.shtml>

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