



PHOTOGRAPHY & FILMING REQUEST
Information
 UDSA Forest Service – PNW R6 2021
 Mt. Hood National Forest

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

1. Production Information:

TYPE: <input type="checkbox"/> Still Photography <input type="checkbox"/> Commercial <input type="checkbox"/> TV Movie <input type="checkbox"/> TV Episodic <input type="checkbox"/> Feature Film <input type="checkbox"/> Music Video <input type="checkbox"/> Corporate Video <input type="checkbox"/> Documentary <input type="checkbox"/> Other _____
PROPOSED LOCATION(S)(Including size of area to be used, legal description):

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

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

Production (start/stop):

Breakdown and restoration (start/stop)

STUNTS/SPECIAL EFFECTS PROPOSED: <input type="checkbox"/> Pyrotechnics <input type="checkbox"/> Developed Recreation Site <input type="checkbox"/> Other: Please describe <input type="checkbox"/> Domestic or Wild Animals <input type="checkbox"/> Riparian Area <input type="checkbox"/> Hazardous Materials <input type="checkbox"/> Aerial Stunts
Special Request information: <input type="checkbox"/> Wilderness <input type="checkbox"/> Use of Aircraft or Drone (type, time of day, flight pattern) <input type="checkbox"/> Bring in Plant Material <input type="checkbox"/> Other: Please describe <input type="checkbox"/> Filming in Ski Area (Timberline, Meadows)

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, aircraft/drone)

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.)?

Applicants Signature: _____		Date: _____
To be completed by the Forest Service:		Land Use Fee Schedule - 2021
Fees		Minimum Use Fee \$115.00
Photography/Filming Land Use Fee: _____		Still Photography
Permit Preparation/Monitoring Cost: _____		1-3 people \$115.00/day
(See attached cost recovery worksheets)		4-15 people \$248.00/day
Total Amount: _____		16 or more \$413.00/day
Certification of Insurance Received: <input type="checkbox"/> Yes <input type="checkbox"/> No		Motion Picture & TV production
Bonding:		1-3 people \$115.00/day
Required: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: _____		4 - 10 people \$253.00/day
Received: <input type="checkbox"/> Yes <input type="checkbox"/> No		11-30 people \$330.00/day
Concessionaire/Permittee Coordination Required:		31-60 people \$828.00/day
_____ <input type="checkbox"/> Yes <input type="checkbox"/> No		61 or more \$994.00/day
Other Landowner/Agency Coordination Required:		In addition to the above use fee, a minimum \$128.00 will be charged for permit processing. Additional fees may be added depending on permit complexity and monitoring needs.
_____ <input type="checkbox"/> Yes <input type="checkbox"/> No		Certificate of Insurance Required See attached insurance requirements

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 Special Use Permit requires the Permittee to indemnify the United States against any liability for damage to life or property arising from the occupancy or use of National Forest System Lands. The Permit requires the Permittee to have the insurance company name the *United States Government* (i.e., the USDA Forest Service) as an additionally insured party. Also, the Certificate of Insurance and the insurance policy shall contain a specific provision to the effect that the policy shall not be cancelled or the provisions changed or deleted before thirty (30) days written notification by the insurance company to the *United States Government*, in care of the USDA Forest Service.

A Certificate of Insurance must be presented to the USDA Forest Service before a Special Use Permit will be issued. For long-term or high risk projects, the Authorized Officer may require that a copy of the actual insurance policy be furnished before the permit is issued.

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."

In addition, the following 30-day clause is also mandatory and shall be shown in verbatim on the Certificate of Insurance as well as in the insurance policy:

"It is understood and agreed that the coverage under this policy will not be changed or its provisions changed or deleted before thirty (30) days written notice to the United States Government, USDA Forest Service, Forest Supervisor, Mt. Hood National Forest, 16400 Champion Way, Sandy, Oregon 97055."

United States Government, c/o USDA Forest Service, Mt. Hood National Forest, 16400 Champion Way, Sandy, Oregon 97055 shall be listed in the certificate holder box.

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 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) \$ 25,000 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)