



Forest Service Use Only:
Date Received
Permit #

PHOTOGRAPHY & FILMING REQUEST

Columbia River Gorge National Scenic Area

Requests must be received at least 10 business days prior to shooting. **No Exceptions.**

Proposals that involve high impact use and environmental analysis may require longer processing times.

Red highlighted fields are required. The request will be returned if information is missing or incomplete.

Date: Company: Authorized Representative: Address: Phone: Fax:	Project Title: Production Date(s) (and alternate dates): Primary Contact and Title: Phone: Backup Contact and Title: Phone:
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I. PRODUCTION INFORMATION:

TYPE:

Still Photography
 Commercial
 TV Movie
 TV Episodic
 Feature Film
 Music Video
 Corporate Video
 Documentary
 Other

PROPOSED LOCATION(S) (Include size of area to be used and legal description):

NOTE: The Columbia River Gorge National Scenic Area ownership is very segmented. It is the responsibility of the applicant to determine if coordination with other agencies or private landowners is necessary.

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:

Pyrotechnics
 Hazardous Materials
 Riparian Area; within 200' of surface water
 Aerial Stunts
 Domestic or Wild Animals
 Developed Recreation Site
 Other

SPECIAL REQUEST INFORMATION:

Wilderness
 Use of aircraft (type, time of day, flight pattern)
 Other

II. DESCRIPTION OF ACTIVITY:

Include the following: proposed use including all activities, ground disturbing work, and actions that block pedestrian or vehicle traffic; attach narratives and story boards of action with full descriptions.

Map of area/set up attached (required): Yes No

Where will vehicles be parking?

Where will supporting facilities (dressing rooms, catering, portable restrooms, props, etc.) be located?

III. DESCRIPTION OF EQUIPMENT:

EQUIPMENT DETAIL (number of):				
_____ 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.? Yes No

Applicants Signature: _____	Date: _____
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<p>Forest Service Use Only:</p> <p>Fees Photography/Filming Land Use Fee: _____</p> <p>Permit Preparation/Monitoring Cost: _____ (See attached financial plan)</p> <p style="text-align: right;">Total Amount: _____</p> <p>Certification of Insurance Received: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Bonding: Required: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: _____ Received: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Concessionaire/Permittee Coordination Required: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Other Landowner/Agency Coordination Required: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>2013 Land Use Fee Schedule Minimum Use Fee \$105</p> <p>Still Photography 1-3 people \$105/day 4-15 people \$221/day 16 or more \$368/day</p> <p>Motion Picture & TV production 1 -3 people \$105/day 4 -10 people \$220/day 11-30 people \$294/day 31-60 people \$738/day 61 or more \$886/day</p> <p>Fees are subject to change, contact local permit administrator to confirm fees.</p> <p>In addition to the above use fee, a minimum \$117 will be charged for permit processing. Additional fees may be added depending on permit complexity and monitoring needs.</p> <p>Certificate of Insurance Required 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 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* (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 *U.S. Government, c/o USDA Forest Service*.

A Certificate of Insurance must be presented to the 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,
Columbia River Gorge National Scenic Area
902 Wasco, Suite 200
Hood River, OR 97031**

United States Government, c/o USDA Forest Service, Columbia River Gorge National Scenic Area 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) \$ 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)