



PHOTOGRAPHY & FILMING REQUEST

Supplement to the SF 299 Application

USDA Forest Service, _____ National Forest

Send completed request to:

Name, Phone, email

Date:	Project Title:
Company:	Production Date(s) including alternative dates:
Authorized Company Representative:	Primary Contact/Title:
Address:	Primary Contact Phone No. - Office & cell
Phone:	Backup Contact/Title:
FAX:	Backup Contact Phone No. - Office & cell

I. Production Information:

TYPE: (check)							
<input type="checkbox"/>	Still Photography	<input type="checkbox"/>	Commercial	<input type="checkbox"/>	TV Movie	<input type="checkbox"/>	TV Episode
<input type="checkbox"/>	Music Video	<input type="checkbox"/>	Feature Film	<input type="checkbox"/>	Corporate Video	<input type="checkbox"/>	Documentary

Total number of people on location (including actors, crew members, support staff, catering, subcontractors, etc.)	
Preview/Technical Scout of Site (Dates)	
Set-up (Date, length of time, time of day)	
Production (start/stop)	
Breakdown and restoration (start/stop)	

STUNTS/SPECIAL EFFECTS/OTHER ACTIVITIES PROPOSED: (check all that apply) [* - See 36 CFR 251.54 (e)]

<input type="checkbox"/>	Non-motorized aircraft (balloons, hang gliders, etc.)	<input type="checkbox"/>	Sexually oriented commercial services *	<input type="checkbox"/>	Military or paramilitary training or exercises *
<input type="checkbox"/>	Drone (UAS), Helicopter/ aircraft	<input type="checkbox"/>	Solid waste, radioactive or other hazardous materials *	<input type="checkbox"/>	Weather machines (snow cannon, snow gun, fog maker, etc.)
<input type="checkbox"/>	Pyrotechnics	<input type="checkbox"/>	Weapons	<input type="checkbox"/>	Noise effects
<input type="checkbox"/>	Domestic or wild animals	<input type="checkbox"/>	Gambling *	<input type="checkbox"/>	Outdoor lighting
<input type="checkbox"/>	Projectile throwing devices	<input type="checkbox"/>	Other (explain below)	<input type="checkbox"/>	Plants, rocks, soil, etc. from off-site
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

USE OF SPECIAL AREA PROPOSED: (check all that apply)

<input type="checkbox"/>	Designated Wilderness	<input type="checkbox"/>	Administrative Site	<input type="checkbox"/>	Developed Recreation Site
<input type="checkbox"/>	Wild & Scenic River	<input type="checkbox"/>	Old Growth Area	<input type="checkbox"/>	Paved road (as part of filming)
<input type="checkbox"/>	Scenic Byway	<input type="checkbox"/>	Archeological site	<input type="checkbox"/>	Lakes or Wetland area
<input type="checkbox"/>	Research Natural Area	<input type="checkbox"/>	Historic Structure	<input type="checkbox"/>	Other (explain below)

II. DESCRIPTION OF ACTIVITY:

(Include map of area; Attach narratives and story boards of action in full description needed)

Parking plan (vehicles, equipment, aircraft)

Staging plan and layout of site (dressing rooms, catering, portable restrooms, etc.):

Environmental uses: include any proposed removal, introductions, harvest or uses of; vegetation (trees, brush, grass, wildflowers, etc.); water bodies (streams, lakes, ponds, etc.); animals (native wildlife, domestic and introduced species, insects); geologic features (rock outcrops, ground disturbance); weather (artificial snow, mist, fog, rain, etc.)

III. DESCRIPTION OF EQUIPMENT: (numbers of each)

<input type="checkbox"/>	Aircraft - motorized	<input type="checkbox"/>	Cars/sedans	<input type="checkbox"/>	Boats: motorized and non
<input type="checkbox"/>	Aircraft- non-motorized	<input type="checkbox"/>	ATVs/4-wheelers	<input type="checkbox"/>	Generators
<input type="checkbox"/>	Drones, UAS	<input type="checkbox"/>	Motorcycles	<input type="checkbox"/>	Semi -Trucks
<input type="checkbox"/>	RVs/Trailers	<input type="checkbox"/>	Pickup trucks	<input type="checkbox"/>	Other (explain below)
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

Summary of Action involving vehicles, equipment, special effects/stunts and other activities listed above:

Props Proposed: (signs, buildings, vehicles, plants, etc.)

Traffic and safety control/special closures measures needed:

Traffic and Safety controls for general public during filming activity:

Any necessary authorizations to use improvements not owned by/under the jurisdiction of the United States Government (i.e. structures, roadways, etc.):

Requestors Signature: _____ **Date:** _____

This section to be completed by the Forest Service

FEES:

Photography/Filming land use Fee: _____

Permit preparations/Monitoring Cost: _____
(See attached financial plan)

Total Amount: _____

Certification of Insurance Received? Yes No

Bonding:
Required: Yes No Amount: _____
Received: Yes No

Concessionaire/Permittee Coordination Required?
 Yes No

Other Landowner/Agency Coordination Required?
 Yes No

LAND USE FEE SCHEDULE - 2026

Minimum Use Fee: \$150.00

Still Photography*

1-5 people	\$150.00/day
4-15 people	\$301.00/day
16 or more	\$503.00/day

Motion Picture & TV Production*

1-3 people	\$150.00/day
4-10 people	\$309.00/day
11-30 people	\$402.00/day
31-60 people	\$1,009.00/day
61 or more people	\$1,212.00/day

Fees are subject to change, contact local permit administrator to confirm fees.

In addition to the above use fee, **a minimum \$159.00** may be charged for permit processing. Additional cost recovery fees may be added depending on permit complexity and monitoring needs.

* No fees for *No Permit Required* and *De Minimis Use Authorizations*

Insurance Requirement

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, U.S. Department of Agriculture, Forest Supervisor,
Name of your National Forest, and address here"***

United States Government, c/o USDA Forest Service, Forest Name National Forest 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)