

# CLARKSBURG FILM BUREAU COMMERCIAL FILMING APPLICATION

We are excited that you are considering Clarksburg as a location for your film production needs. Please note that you may be required to obtain additional permits in order to process this request (building permit, right of entry, etc.). Processing time may be delayed depending on the applicant's ability to get the required permits.

## APPLICANT INFORMATION

|                         |               |                  |
|-------------------------|---------------|------------------|
| <b>Applicant Name:</b>  |               |                  |
| <b>Business Name:</b>   |               |                  |
| <b>Mailing address:</b> |               |                  |
| <b>City:</b>            | <b>State:</b> | <b>Zip Code:</b> |
| <b>Phone Number:</b>    |               |                  |
| <b>Email Address:</b>   |               |                  |

## PRODUCTION COMPANY INFORMATION

|                            |
|----------------------------|
| <b>Production Manager:</b> |
| <b>Production Type:</b>    |
| <b>Location Manager:</b>   |
| <b>Phone Number:</b>       |
| <b>Email Address:</b>      |

## FILMING INFORMATION

|  |
|--|
| <b>Filming Location Address:</b>       |
| <b>Filming Dates:</b>                  |
| <b>Filming Times:</b>                  |
| <b>Number of Cast on Site:</b>         |
| <b>Number of Crew on Site:</b>         |
| <b>Total Number of People on Site:</b> |

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## PRODUCTION INFORMATION

|  |                  |                  |
|--|------------------|------------------|
| <b>For the following questions please place an X next to the correct answer.</b>   |                  |                  |
| <b>Is this business a registered nonprofit or B corporation?</b>   | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Will the use sound amplification be required during filming?</b>  | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Are indoor facilities required for the production?</b>  | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Will food and/or alcohol be sold during the production?</b>   | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Will food and/or alcohol be served during the production?</b>   | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Will this production include any hazardous activities including but not limited to: explosions, fire effects, pyrotechnics, live animals, driving, firearms, breaking glass, other trained special effects.</b> | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Will this production require the closure of public streets or public places?</b>  | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Will this production require the assembly of temporary structures or other temporary physical improvements that may require a building permit?</b>  | <b>Yes</b> _____ | <b>No:</b> _____ |
| <b>Does this production have a security plan or require set security?</b>  | <b>Yes</b> _____ | <b>No:</b> _____ |

**Please include the following information on additional sheets:**

- Detailed description of scene or work to be completed.
- Requests to utilize specific municipal resources or infrastructure.
- Copy of any set plans, road closure plans, or security plans.
- Copy of the insurance policy utilized for the production.
- Additional information that would be helpful in processing this application.

The information provided in this application is true to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_