



Borough of Keyport c/o Borough Clerk
P.O. Box 60 / 70 West Front Street
Keyport, NJ 07735
Tel. 732-739-5121 / 732-739-5124
Fax: 732-739-8738
www.keyportonline.com

FILMING PERMIT APPLICATION

1. Applicant/Production Company Contact Information (name, address, telephone/email):

2. On-site Contact Information (name, telephone/email):

3. Location of filming: _____

4. Date(s) and time(s) of filming/production: _____

5. Use of Filming for: ☐ Commercial ☐ Personal ☐ Nonprofit ☐ Educational

6. Purpose of filming (production name, describe scenes to be filmed, identify anything unusual such as animals, firearms, special effects, or atypical production equipment):

7. Where filming takes place on private property, Permission of the owner must be obtained in writing.

Permission Attached: ☐ Yes ☐ No ☐ N/A

No permit shall be issued for filming at a particular location in a residential zone which would permit filming at said location on more than eight (8) days during any one (1) calendar year. Filming shall be permitted in residential zones only Monday through Friday between the hours of 8AM and 7PM or sundown, whichever is earlier.

Applicant shall notify the Chief of the Fire Department twenty-four (24) hours before filming takes place and permit the Fire Department to inspect the site and the equipment to be used. The applicant shall comply with all fire safety instruction issued by the Chief of the Fire Department.

One (1) permit shall be required for each location.

8. The Borough, in the discretion of the Chief of Police, reserves the right to require one (1) or more on-site patrolmen in situations where the proposed production may impede the proper flow of traffic, the cost of said patrolmen to be borne by the applicant as a cost of production. Where existing electrical power lines are to be utilized by the production an on-site licensed electrician may be similarly required if the production company does not have a licensed electrician on staff.

<u>Fees</u>	<u>Hourly rate</u>
Officers	\$75.00 per officer
Administrative Fee	\$5.00 per officer
Workers Compensation Fund	<u>\$5.00</u>
Total Hourly Police Fee	\$85.00

<u>Other Charges</u>	
Police Vehicle	\$25.00/per hour
Flares	\$2.00/each
Signage	\$1.00/per hour
Electronic Signage:	
4 hours or less	\$100.00/day
More than 4 hours	\$200.00/day

9. Applicant must provide Proof of Insurance coverage as follows:

Bodily injury for any one person - \$500,000.00
For any aggregate occurrence - \$1,000,000.00
Property damage for each occurrence - \$500,000.00

10. FILMING PERMIT FEE: \$500.00

11. Applicant agrees to indemnify and save harmless the Borough from any and all liability or damages from the use of public lands.

Applicant Name Printed Applicant Signature Date

FOR OFFICIAL USE	
Film Permit #: _____	Date Received: _____
Fee Paid: _____ ☐ Check No. _____	☐ Cash
Police Assistance Required: _____	Police Approval Date: _____
Approved: _____	Date: _____