



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

Filming shall be permitted in residential zones only between the hours of 7:00 AM and 10:00 PM.

The applicant shall notify the Fire Marshall 24 hours before filming takes place and permit the site and equipment to be inspected. The applicant shall comply with all fire safety requirements.

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:

CATEGORY	FEE
Basic filming permit (one-time; with 4 or more days advance notice of the first day of filming)	\$100
Expedited basic filming permit (one-time; with 3 or less days advance notice of the first day of filming)	\$250
Basic filming permit for nonprofits, including student films (one-time; no daily rate required)	\$25 unless waived
Daily filming on public property	
Film and television projects with a budget under \$20mm	\$150
Film and television projects with a budget over \$20mm	\$500
Daily filming on private property	No fee charged by Borough
Public Safety	
Hiring of off-duty police and fire inspections, according to agreed upon public safety plan	The Borough's standard hourly rates for police and fire
Inconvenience fees	
Street closures	\$1,000
Properties in background - or used - in shot	Fee is negotiated between a production company and a private business or residence
Daily prep of business that is being "dressed"	Fee is negotiated between a production company and a private business
Daily filming of business that is "dressed"	Fee is negotiated between a production company and a private business

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:** _____