

APPLICATION FOR FILMING ACTIVITY ON CITY OWNED PROPERTY

Application and Insurance must be provided prior to activity.

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Applicant Name <input style="width: 95%;" type="text"/>		Phone <input style="width: 95%;" type="text"/>	
		Cell Phone <input style="width: 95%;" type="text"/>	
Street Address <input style="width: 95%;" type="text"/>	City <input style="width: 95%;" type="text"/>	State <input style="width: 95%;" type="text"/>	Zip <input style="width: 95%;" type="text"/>
Production Company/Organization (if different from above) <input style="width: 95%;" type="text"/>		Phone <input style="width: 95%;" type="text"/>	
Street Address <input style="width: 95%;" type="text"/>	City <input style="width: 95%;" type="text"/>	State <input style="width: 95%;" type="text"/>	Zip <input style="width: 95%;" type="text"/>
Date(s) of Activity <input style="width: 95%;" type="text"/>		Time(s) of Activity <input style="width: 95%;" type="text"/>	
Location of Activity <input style="width: 95%;" type="text"/>			
Description of Activity <input style="width: 95%; height: 80px;" type="text"/>			
Impact on Traffic or Parking <input style="width: 95%;" type="text"/>			
Impact on Adjacent or Other Properties <input style="width: 95%;" type="text"/>			
Description of Special Equipment, Vehicles, etc. Involved in Activity <input style="width: 95%; height: 40px;" type="text"/>		Number of Persons Involved (crew, etc.): <input style="width: 95%;" type="text"/>	
		Number of Vehicles Involved: <input style="width: 95%;" type="text"/>	
Anticipated Need for City Services (e.g. Police, Fire, Public Works, Parks and Recreation, etc.) <input style="width: 95%;" type="text"/>			
<p>The Applicant Acknowledges the Following:</p> <ul style="list-style-type: none"> • The Applicant agrees to obtain and maintain insurance coverage as required by the City of Warren Insurance Manager, demonstrating coverage throughout the approved period of the activity. Should the insurance be cancelled without notice to the City, the Applicant agrees to personally indemnify and hold the City of Warren harmless and defend it against all demands, claims, causes of action, or judgments and from all expenses that may be incurred in defending against the same, arising from any act, neglect, or omission on the part of this applicant, its agents and/or employees. • The use of the City's name, seal, signage, equipment, or personnel is prohibited without the expressed consent of the City of Warren. • The applicant agrees to reimburse the City of Warren for the cost of any services provided by the City as a result of the activity. The applicant understands that the City of Warren shall determine and approve the need for such services. If the applicant anticipates the need for City services in advance of the activity, the applicant shall notify the City and receive an estimated cost from the City prior to approval of the application. 			
Signature of Applicant <input style="width: 95%; height: 30px;" type="text"/>		Date <input style="width: 95%; height: 30px;" type="text"/>	

<input type="checkbox"/> N/A	USE OF CITY PARK <i>Complete this section if the use of City park will be required for this activity.</i>
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Name of City Park:	
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Signature of Parks & Recreation Director: Date:
Reason for Disapproval:	

<input type="checkbox"/> N/A	TEMPORARY STREET CLOSURE
<i>Complete this section if closure of City streets will be requested for this activity. Permit from the Police Department is required.</i>	
Describe Area of Street to be Closed:	
Date and Time of Street Closure - Please Include Setup and Cleanup Times:	

<input type="checkbox"/> N/A	USE OF CITY PARKING LOT
<i>Complete this section if the use of City parking lot will be required for this activity.</i>	
Location of Parking Lot:	
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Signature of Parks & Recreation Director: Date:
Reason for Disapproval:	

Email applications to:
 Christie Laabs
 claabs@cityofwarren.org
 (586) 258-2019

Pursuant to MCL 123.1195, a local unit of government shall not authorize the use of property owned by or under the control of the local unit of government for the production of a film that includes obscene matter or an obscene performance or that requires that individually identifiable records be created and maintained for every performer as provided in 18 USC 2257.

TERMS AND CONDITIONS