

SUPPLEMENTAL FILMING APPLICATION:

Public property: A film permit is required to film on public property within the Village of Cooperstown or owned by the Village of Cooperstown, including but not limited to sidewalks, streets, parks, parking lots, Village buildings, and Doubleday Field.

Private property: A film permit is not required to film on private property unless:

- You require street parking spaces for working production vehicles
- You will be staging a generator or other equipment on public property, and/or will be running cables across sidewalks
- You need to work before 7 a.m. or after 10 p.m.
- You are performing stunts or using prop weapons within view of the public or adjacent properties
- You are depicting a crime within view of the public or adjacent properties
- Your work on private property will have an impact to the surrounding neighborhood

Exemptions: No permit is required for reporters, photographers, or cameramen in the employ of a newspaper, news service, or similar entity engaged in spontaneous on-the-spot broadcasting of news events concerning those persons, scenes, or occurrences which are of general public interest.

Other productions taking place during daylight hours using hand-held camera, camera on tripod, hand-held props and/or hand-held equipment, not asserting exclusive use of Village property, not using prop weapons, prop vehicles, stunts, animals, or actors in police uniform, and not requesting parking privileges for production vehicles do NOT need a permit.

With the exception of Doubleday Field and the Doubleday Field parking lot, standing on a Village sidewalk or within a Village park while using a hand-held camera and not otherwise asserting exclusive use of Village property is NOT an activity that requires a permit.

Approval process: Filming permits are reviewed for approval by the Village of Cooperstown Board of Trustees on the 4th Monday of the month (in December the meeting may be rescheduled to an earlier date)

The Board of Trustees will consider, among other factors, public health and safety, effect on municipal services, revenue, and reputation, and effect on local businesses, organizations, and residents in decision making.

Additional applications and requirements apply for the use of Doubleday Field, drones, and fireworks.

CONTACT INFORMATION

PROJECT TITLE:

PRODUCER NAME:

DIRECTOR NAME:

CONTACT NAME & TITLE:

CONTACT PHONE (office & mobile):

CONTACT EMAIL:

PRODUCTION COMPANY NAME:

MAILING ADDRESS:

SYNOPSIS

Attach a description, no more than one page, of the filming content.

Perspective rating if applicable _____

INSURANCE

A COI in the minimum amount of \$1 million must be submitted prior to shooting. Village of Cooperstown to be listed as "Additional Insured."

Village of Cooperstown
22 Main Street
Cooperstown, NY 13326

PRODUCTION TYPE

____ Feature Film ____ TV Series/Pilot ____ Commercial
____ Corporate/Industrial ____ Web Series ____ Music Video
____ Short ____ Student Film ____ Still Shoot
____ Other: _____

DURATION AND SCOPE IN COOPERSTOWN

Estimated # of production days for which a permit is sought _____

Estimated number of cast and crew involved in activity for which a permit is sought _____

Is there a need for local crew and cast? _____

Estimated total budget _____

Estimated number of vehicles to be used in activity for which a permit is sought:

_____ Personal Cars	_____ Equipment Trucks	_____ Passenger Van
_____ Motor Homes	_____ Camera Car	_____ Picture Cars (what is this)
_____ Dressing Rooms	_____ Other: _____	

Base Camp Location:

Lodging Location(s):

SECURITY:

Cooperstown Police Department assistance required: Yes ___ No ___

Private Security Company: _____

Contact Person: _____

Cell Phone#: _____

Note: Every filming with 100 people or more must hire private security professionals who will monitor and protect those people attending the event. Prior to the event taking place, the security professional must provide a detailed, written security plan to the Cooperstown Police Department for its approval. Private security companies cannot be used to manage traffic on public streets.

COOPERSTOWN SHOOTING SCHEDULE – please attach

WILL ANY OF THE FOLLOWING OCCUR? IF SO, PLEASE DESCRIBE.

_____ Special Effects	_____ Gunfire	_____ Pyrotechnics*	_____ Live Burns
_____ Stunts	_____ Child Actors	_____ Boat Use	_____ Use of Aircraft
_____ Drone Use*	_____ Use of Animals	_____ filming between 10pm and 7am	

*separate regulations, permitting, and fees apply

Describe:

WILL YOU BE USING ANY OF THE FOLLOWING EQUIPMENT ON PUBLIC PROPERTY?

_____ Jib Arm	_____ Tents	_____ Dolly Track	_____ Generator	_____
_____ Other: _____				

NOTIFICATION OF IMPACTED RESIDENTS & BUSINESSES

The Production Company is responsible for notifying those affected by the filming activity.

WILL YOU NEED THE FOLLOWING? PLEASE DESCRIBE DATES & LOCATIONS.

ADDITIONAL FEES MAY APPLY.

- _____ Road Closures _____ Traffic Control _____ Pedestrian Control
- _____ Use of Parks _____ Lake Access _____ Village Equipment
- _____ Village Personnel _____ Emergency Personnel Standby

Describe: _____

SUBMITTED BY: (print name & title):

DATE:

COMMERCIAL FEE SCHEDULE

Number of people - cast and crew	Fee
1	\$10/day
2-5	\$50/day
6-10	\$100/day
11-30	\$300/day
31-50	\$500/day
51-70	\$700/day.
over 70	\$1,000/day

Additional fees may apply for time of Village personnel and volunteers, use of Village equipment, and use fees for Doubleday Field, Village parks, and Village Hall

NON-PROFIT, PUBLIC SERVICE, AND STUDENT FILM FEES

To be established by the Board of Trustees on a case-by-case basis.