



Film Permit Application

Thank you for choosing to film in Steamboat Springs. We are a film-friendly town and look forward to making your shoot a success. Please fill out and submit the fee and application at least ten days prior to your shoot.

Most commercial productions filming inside city limits require a permit, even if filming on private property. In addition, the production company will need to provide a certificate of insurance with a minimum of one million dollars in liability coverage naming the City of Steamboat Springs as additionally insured. The permit fee is \$100 per location/per day. Additional fees may apply to specific locations and types of filming. The producer is also responsible for costs associated with traffic, police, and fire department support if needed as determined by city staff.

Type Of Production (select one)

- _____ TV
- _____ Feature
- _____ Commercial
- _____ Reality
- _____ Other: _____

Contacts

Company Name: _____

Address: _____

Email: _____

Office phone number: _____

Mobile phone number: _____

Production Name: _____

Production Manager: _____

Production Manager phone number: _____

Production Manager Email: _____

Location Manager: _____

Location Manager phone number: _____

Location Manager Email: _____

Location Information

Location 1:

_____ Private Property

_____ City Road Use

_____ City Park

_____ Downtown/Sidewalk

Location Owner Name: _____

Location Owner phone number: _____

Parking: _____

Scenes: _____

Filming Times, location 1:

Start Date	Finish Date	Call Time	Taillights	SFX	# Cast & Crew	Misc.

Location 2:

_____ Private Property

_____ City Road Use

_____ City Park

_____ Downtown/Sidewalk

Location Owner Name: _____

Location Owner phone number: _____

Parking: _____

Scenes: _____

Filming Times, location 2:

Start Date	Finish Date	Call Time	Taillights	SFX	# Cast & Crew	Misc.

General Information

Number of People: _____

Number of trucks: _____

Number of generators: _____

Number of Vans: _____

Number of motor homes: _____

Number of Camera/picture cars crew: _____

Number of cars/other: _____

Select all that apply:

____ Int. Dialogue ____ Ext. Dialogue ____ SFX ____ Nudity

____ Driving Shots ____ Tow Shots ____ Camera: Traffic Lane

____ Pyrotechnics ____ Gunfire ____ Music Playback ____ Other (explain below)

Details

Driving details:

Special Effect Details:

Pyrotechnics details:

Other details:

Unmanned Aircraft System

Will you use an unmanned aircraft system (UAS/drone)? _____ Yes _____ No

We recommend contacting Josh Schroeder, Airport Manager, if you plan to fly the drone within 5 miles of the Steamboat Springs Airport. Phone: (970) 879-9042, email: jschroeder@steamboatsprings.net

Steamboat Springs Municipal Code: Sec. 12-87. – Film Production

Film production means using a camera to create a series of photographic images to create the illusion of continuous movement when projected onto a screen, including the preparation or staging of scenes and scenery.

Sec. 12-88. Film Permit Required

(a) A film permit shall be required for large productions, including but not limited to feature films, national television, and national and regional commercials.

(b) The purpose of the permit is to assist in estimating the economic impact of film related activity to the city and local businesses as well as to set basic guidelines to ensure that the City, residents and producers are informed with regard to the activities, locations and times allowed.

(c) An application and fee shall be submitted to the City Clerk's Office 10 days prior to the production. The fee will be set by City Manager Regulation and ratified by Council with the annual budget fee schedule. At the point of application staff will determine if additional Police/Fire services are required, and the applicant will be responsible for this cost per the Special Activity Permit process.

Sec. 12-89. Exceptions

No film permit shall be required for the following types of film production:

(a) Filming for local television use.

(b) Filming located entirely on property owned by the Steamboat Ski & Resort Corporation for marketing and promotional use by the Steamboat Ski & Resort Corporation.

(c) Film production involving fewer than ten (10) cast and crew, a total budget under \$25,000, and taking place entirely on private property.

(d) Student films meeting these criteria.

Sec. 12-90. Application

Film permits shall be issued by the City Clerk in accordance set forth in Section 12-82 for community events. Application for a film permit shall be made on a form prepared by the City Clerk. The form may require the disclosure of production details necessary to determine the impact of film production on public facilities and compliance with City regulations.

I certify that all the statements, answers to the above questions, and attachments to this application were made by me and are true without any reservations or evasions.

Signature of Applicant

Printed name of applicant

Date

For the City of Steamboat Springs use only:

Approved by: _____

Date: _____

Notes:

