

# FILM/VIDEO PRODUCTION PERMIT



This permit is issued to the applicant by the City of Richmond (hereinafter referred to as "City") and is valid for the dates specified. This permit or a copy must be in the possession of the Permittee at all times while on location. In signing this permit the Applicant agrees to abide by the terms and conditions below of this permit. This permit does not constitute nor grant permission to use or occupy property not belonging to or under the control of the City of Richmond.

DATE: \_\_\_\_\_ PERMIT NUMBER: R- \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

REPRESENTATIVE \_\_\_\_\_

TITLE \_\_\_\_\_

BILLING ADDRESS (IF DIFFERENT FROM ABOVE)

\_\_\_\_\_  
CITY/STATE/ZIP \_\_\_\_\_

DESCRIPTION OF EVENT \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

FILMING DATES \_\_\_\_\_ TIME \_\_\_\_\_

\_\_\_\_\_ TIME \_\_\_\_\_

FILMING LOCATION \_\_\_\_\_

\_\_\_\_\_

(TO BE COMPLETED BY PERMITTEE OR REPRESENTATIVE)

I, \_\_\_\_\_, the undersigned, do hereby declare my intent to comply with all the City of Richmond's requirements pertinent to the issuance of this permit.

PERMITTEE OR REPRESENTATIVE \_\_\_\_\_

Name/ Date

(TO BE COMPLETED BY THE CITY OF RICHMOND)

Permittee has complied with all requirements as set forth in the administrative procedures and guidelines for film production in the City of Richmond.

PERMIT APPROVED BY \_\_\_\_\_

Film Permit Liaison