



155 Washington Avenue
Mineola, NY 11501
(516) 746-0750

Film Permit Application

Permit Type: ☐ New ☐ Expedite

Applicant Name: _____ Telephone Number: _____

Applicant Address: _____

Is Applicant a Location Scout/Location Manager? ☐ Yes ☐ No

Name of Entity Making Film: _____ Telephone Number: _____

Entity Address: _____

Name of Coordinator/Contact: _____ Telephone Number: _____

Coordinator/Contact Address: _____

Location(s) of filming: _____

Will filming include the use of pyrotechnics or hazardous materials? ☐ Yes ☐ No

If yes, applicant must notify the Nassau County Fire Marshall

Filming will occur: ☐ Indoors ☐ Outdoors

Is the Applicant the Property Owner? ☐ Yes ☐ No *If no, list Property Owner's name and address*

Property Owner Name: _____ Telephone Number: _____

Property Owner Address: _____

Does Applicant have the Property Owner's consent? ☐ Yes ☐ No

Consent of Owner must be included with this Application

Has Applicant contacted the Nassau County Film Office? ☐ Yes ☐ No

Date(s) filming is to take place: 1. _____ 2. _____ 3. _____

Hours filming is to take place: _____ AM / PM _____ AM / PM _____ AM / PM

FILMING AND RELATED ACTIVITIES (INCLUDING THE ARRIVAL, SET-UP AND BREAKDOWN OF EQUIPMENT AND VEHICLES SHALL ONLY BE PERMITTED BETWEEN THE HOURS OF 7:30 AM AND 9:00 PM UNLESS A WRITTEN REQUEST IS SUBMITTED TO THE VILLAGE CLERK'S OFFICE MODIFYING SUCH FILMING HOURS FOR FURTHER CONSIDERATION.

STATEMENT

Describe what the intended filming will entail. Include, at a minimum, script description, film budget, cast and crew size, and any public impacts that will result from filming, e.g., traffic, road closures, etc.

INSURANCE REQUIREMENT

Applicant must provide proof of insurance coverage for damage to property or bodily injury for any person for any occurrence in the amount of Two Million (\$2,000,000.00) Dollars. Each such insurance policy shall name the Village of Mineola as an additional insured party.

Insurance Certificate in the amounts indicated above (or greater) must be submitted before any permit will be granted with completed application.

PROVIDE NOTIFICATION TO RESIDENTS AND BUSINESSES WITHIN 300 FEET OF THE FILMING LOCATION AND ANY ANTICIPATED PARKING OR TRAFFIC OBSTRUCTION, SUCH NOTIFICATION MUST BE DISTRIBUTED TO EACH RESIDENT AND MERCHANT NOT LESS THAN 48 HOURS IN ADVANCE OF FILMING.

FOR YOUR APPLICATION TO BE PROCESSED, ALL OF THE REQUESTED ITEMS MUST BE RETURNED TO THIS OFFICE. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL (516) 746-0750.

THE HOLDER OF A PERMIT SHALL NOTIFY THE APPROPRIATE POLICE AND FIRE DEPARTMENTS THAT IT INTENDS TO FILM AT THE AUTHORIZED LOCATION NOT LESS THAN 48 HOURS BEFORE SUCH FILMING SHALL COMMENCE.

I SOLEMNLY SWEAR AND AFFIRM UNDER PENALTY OF PERJURY, TO THE TRUTH OF ALL STATEMENTS HEREIN AND AGREE TO ADHERE TO THE RULES AND REGULATIONS OF THE CODE OF THE VILLAGE OF MINEOLA, THE LAWS OF THE STATE OF NEW YORK, AND EXPRESSLY AGREE TO INDEMNIFY AND HOLD HARMLESS THE VILLAGE OF MINEOLA FROM ANY AND ALL LIABILITY OR DAMAGES RESULTING FROM THE ISSUANCE OF A PERMIT UNDER THIS CHAPTER OR FROM THE USE OF SUCH PUBLIC LANDS. ANY FALSE STATEMENTS MADE HEREIN ARE PUNISHABLE AS A CLASS A MISDEMEANOR PURSUANT TO SECTION 210-45 OF THE PENAL LAW OF THE STATE OF NEW YORK.

Applicant's Signature: _____ Date: _____