

CALIFORNIA FILM COMMISSION (CFC)
Photography/Motion Picture Permit Application Instructions

The CFC's toll-free number is (800) 858-4749. Local number is (323) 860-2960. Caltrans x 104; State Parks x106; State Buildings and Facilities x107.

Contact CHP Film Media Relations Officer Doug Sweeney x 103, for information and to request officers.

These instructions correspond to the items listed on the Photography/Motion Picture Permit Application. Please print or type the requested information. Be as clear, concise and complete as possible.

Today's Date: Enter the date on the application.

Permit Category/Revision(s): Please check the type of permit you are requesting. If you are making a change to the original application, check the box for revision and indicate the revision number. If it is the first revision requested, it will be revision #1, and so on.

Company/Telephone #'s: List the insured company's name and address, which is not necessarily the same as the production company's information. List main telephone number, fax number and location department's number.

Project/Personnel:

Title: List the current title of the specific project.

Type: Feature, TV Series, Commercial, Documentary, Music Video, Student Film, Stills, etc.

Cell/Pager: List the contact numbers for the person(s) responsible for the film permit (usually a Location Manager).

Permit Service: If applicable, list the name of the permit service company requesting the permit.

Locations: List the state property(s) you wish to film or occupy. For State Parks and Beaches, list the name of the park and the areas (i.e. Malibu Creek State Park, parking lot). Distinct and multiple locations require separate applications. For instance, if you want to film in three different State Parks, three permit applications must be completed. For highways, specify the direction (North, South, East, West) and the parameters between which the activities are to take place (i.e. milepost markers or street names).

Activities/Action: List the activities you are requesting to take place on the property. Consider the following: Talent against scenery? Any water activity? Filming on the rooftop or b-roll of prison inmates? Are stunts, effects or pyrotechnics planned? Are there driving shots, and if so are they with the flow of traffic? Do you need Intermittent Traffic Control (ITC), rolling breaks, a lane or road closure? Are you using a process trailer, camera car, filming car-to-car? Do you need a wet-down? Are you constructing a set, or using animals, etc.? Are you removing/installing signage?

Shoot Dates/Call-Wrap Times: List your dates including prep, shoot, and strike. Include weather days. Use military time format, e.g. 06:00 – 22:00.

of Vehicles: List the amount of each type of vehicle that will be on-site.

Total # of Days/Personnel: List total number of days occupying the property. Include prep, shoot and strike days. List total number of personnel, including all cast, crew and extras.

Pyrotechnics: Deputy State Fire Marshal Al Adams must be contacted at (562) 627-3933 for any and all pyrotechnic activity. This includes use of candles and propane fire effects. Depending upon activity, local fire safety personnel may be assigned. If no pyrotechnics or open flames will be used, write N/A.

Terms and Conditions: Please review Photography/Motion Picture Permit Application Terms and Conditions, which you will be required to sign once permit is issued.

THANK YOU FOR FILMING IN CALIFORNIA!