



4040 South Berkeley Lake Road
 Berkeley Lake, GA 30096
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Application for MEDIA PRODUCTION PERMIT

DATES	Date of this application:			PERMIT TYPE:	
	Dates of proposed production activity: Begin: / / End: / /			Low Impact: <input type="checkbox"/> High Impact <input type="checkbox"/>	
TYPE	Production title:				
	Type of production: Feature film <input type="checkbox"/> TV <input type="checkbox"/> Music video <input type="checkbox"/> Commercial <input type="checkbox"/> PSA <input type="checkbox"/> Still Photos <input type="checkbox"/>				Number of days: Student project? Y N Non-profit? Y N
CONTACT INFORMATION	Production company name:				
	Street address:			Suite #:	
	City:	State:	Zip:	Phone: () —	
	Authorized agent name:			Title:	
	Street address:			e-mail:	
	City:	State:	Zip:	Phone: () —	
	On-site contact name:			Title:	
	Phone: () —	FAX: () —	Mobile/cell: () —	e-mail:	
LOCATION INFORMATION	PROPERTIES TO BE USED: List all public or private properties to be used in media production activities, except public streets: (Attach a separate sheet if more space is needed.) Complete a Location Data Sheet for each property.				
	L1	Property address/location:		L4	Property address/location:
	L2	Property address/location:		L5	Property address/location:
	L3	Property address/location:		L6	Property address/location:
	PUBLIC STREETS TO BE USED: List all public streets to be used in media production activities: (Attach a separate sheet if more space is needed.) Complete a Location Data Sheet for each street.				
	S1	Street name:		S3	Street name:
	S2	Street name:		S4	Street name:

ADDITIONAL DOCUMENTATION CHECKLIST			
<i>Please indicate which of the following documents are submitted in conjunction with this application:</i>			
Document Type	Included?		
	YES	NO	N/A
1. Scope of production activities narrative.			
2. Traffic Management (and parking) Plan.			
3. Notice to be provided to affected residents and businesses.			
4. Indemnification and Hold Harmless Agreement.			
5. General liability insurance certificate.			
6. Worker’s Compensation insurance certificate.			
7. Certificate of additional insurance for high-hazard activities.			
8. Location Data Sheet(s) for each property or street to be used.			
9. Gwinnett DOT approval for county roads.			
10. Gwinnett Fire Marshal approval(s).			
11. Georgia State Fire Marshal permit for explosives.			
12. Gwinnett Environmental Health Food Service Permit.			
13. Detailed plan for high-hazard activities and effects.			
14. Licenses/qualifications for pilot(s) or special effects technician(s).			
15. S.A.V.E. affidavit			
16. E-Verify affidavit			
17. Application fee. (___ check here if student/non-profit waiver of application fee is requested)			

CERTIFICATIONS	<p>I hereby certify that I am an authorized agent of the entity requesting this Media Production Permit. I further certify that the statements and answers made in conjunction with this application are true and correct and that no false or fraudulent statement or answer has been made herein to procure the granting of such permit.</p> <p>I hereby acknowledge that any violation of the provisions of Chapter 34, Division 4 of the City of Berkeley Lake Code of Ordinances governing media production activities or of any restrictions or special conditions pertaining to issuance of a permit may result in the immediate discontinuance of operations, or suspension and/or revocation of the permit.</p> <p>_____</p> <p>Signature Date</p> <p>_____</p> <p>Printed Name</p>
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FEES	<p>The applicable fee submitted with this application is:</p> <p>Low Impact Production: <input type="checkbox"/> \$350 Application Fee <input type="checkbox"/> \$150 Extension Fee</p> <p>High Impact Production: <input type="checkbox"/> \$1,000 Application Fee <input type="checkbox"/> \$400 Extension Fee <input type="checkbox"/> \$100/day use fee applies</p>
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