

**Director of Public Works**  
Joe Wilson

**Superintendent of Public Works**  
Danny Carpenter

**Facilities Coordinator**  
Karen Reese



**CITY OF TYBEE ISLAND**

**PARKS AND RECREATION  
DEPARTMENT**

**FILMING PERMIT**

**\* Please attach copy of script or details of production with application\***

**PRODUCTION TITLE** \_\_\_\_\_

**PRODUCTION TYPE** (*Circle*)

Feature Film    Documentary    TV-Series    TV-Program    Corporate  
Video    Still Photography    Commercial    Student project    TV-movie    PSA

**PRODUCTION COMPANY NAME** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Producer: \_\_\_\_\_

Director: \_\_\_\_\_

1<sup>st</sup> Ad: \_\_\_\_\_

UPM: \_\_\_\_\_

Following the completion of the project, an authorized representative can be contacted at

Permanent address: \_\_\_\_\_

Permanent phone and fax: \_\_\_\_\_

FEDERAL TAX ID # \_\_\_\_\_

**LOCATION MANAGER:**

Name: \_\_\_\_\_

Cell phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**LOCATION MANAGER'S ASSISTANT (S):**

#1 Name: \_\_\_\_\_

Cell phone \_\_\_\_\_

#2 Name: \_\_\_\_\_

Cell phone \_\_\_\_\_

#3 Name: \_\_\_\_\_

Cell phone \_\_\_\_\_

**ADDRESS OF FILMING LOCATION**

Residence: \_\_\_\_\_

Business: \_\_\_\_\_

Beach (closest street): \_\_\_\_\_

**FILMING DATE/TIME FOR THIS LOCATION**

Date(s) for filming: \_\_\_\_\_  
1<sup>st</sup> vehicle/persons arrive at (time) \_\_\_\_\_  
Filming will be until (time) \_\_\_\_\_  
Strike will take place at (time) \_\_\_\_\_  
Construction at set needed for (describe) \_\_\_\_\_

**PRODUCTION INFORMATION**

**Vehicles (numbers)**

\_\_\_ Production Cars      \_\_\_ Buses      \_\_\_ Tow Cars      \_\_\_ Shutter Vans  
\_\_\_ Trucks      \_\_\_ Crew Cars      \_\_\_ Vans      \_\_\_ Extras' Cars  
\_\_\_ Generators      \_\_\_ Trailers      \_\_\_ Campers

**Total number of all vehicles** \_\_\_\_\_

**Personnel (numbers)**

\_\_\_ Crew personnel      \_\_\_ Cast      \_\_\_ Extras

**Total number of all persons** \_\_\_\_\_

**USES (check the following use at this location and state where)**

- Interior dialogue \_\_\_\_\_
- Smoke/Fire/Other Pyro \_\_\_\_\_
- Drive with flow of traffic \_\_\_\_\_
- Camera on street \_\_\_\_\_
- Tow shots \_\_\_\_\_
- Street closure \_\_\_\_\_
- Camera in curb \_\_\_\_\_
- Running shots \_\_\_\_\_
- Lane closure \_\_\_\_\_
- Camera on sidewalk \_\_\_\_\_
- Exterior dialogue \_\_\_\_\_
- Wet down \_\_\_\_\_
- Drive shots of car/other \_\_\_\_\_

**SECURITY- Security can be hires through Tybee Island Police Department**

Private security hired through: \_\_\_\_\_  
Contact person and phone: \_\_\_\_\_

**SPECIAL EFFECTS OR STUNTS**

- Smoke/Fire/Pyro
- Vehicles
- Simulated weapon used
- Falling/Jumping From Height
- Animals
- Other

**POLICE AND FIRE NOTIFICATION**

Tybee Island Police Department    Notified on: \_\_\_\_\_    Notified via: \_\_\_\_\_  
Tybee Island Fire Department      Notified on: \_\_\_\_\_    Notified via: \_\_\_\_\_

Note:

**The below signature signifies, personally covenants, grantees, and warrants that he/she has the power to obligate the filming company to the terms and conditions of this permit. Applicant understands that the following are NOT allowed on the beach: Generators, vehicles, fires, glass and animals. Sand dunes are protected areas and are off limits to any foot traffic.**

**APPLICANT** \_\_\_\_\_ **Date** \_\_\_\_\_

Company name: \_\_\_\_\_

Location manager: \_\_\_\_\_ Date \_\_\_\_\_

City Use Only  
Approvals:

Facility Manager: \_\_\_\_\_ Date: \_\_\_\_\_