

**Inc. Village of East Hampton
86 Main Street
East Hampton NY 11937**

(631) 324-4150

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www.easthamptonvillage.org

**FILMING/PHOTOGRAPHY PERMIT
Chapter 142 Village Code**

Date _____

142-1. Permit Required.

A. No person, persons, organization, corporation, group, or other entity of any kind shall film or photograph a commercial, movie, documentary, television program or any other presentation **upon the streets, sidewalks, beaches or any other property owned by the Village of East Hampton or located within the corporate boundaries thereof without first obtaining a permit** for such activity.

142.2. Insurance Required.

Every application shall include a proof of a public liability insurance policy, covering the Village of East Hampton as an additional insured, in the amount of five hundred thousand dollars (\$500,000.) single limit, for the duration of the filming. The applicant shall also agree to assume all liability for and will indemnify and hold the Village of East Hampton harmless of and free from any and all damages that occur to persons or property by reason of said filming photography.

142-3. Approval: Closing of Streets.

B. **The application shall be accompanied by a fee of Five Hundred (\$500.00) per day to cover administrative expenses. Payment must be received prior to approval of the application. Credit cards are not accepted as payment. Checks should be made out to the Village of East Hampton.** In addition, in the event the Chief of Police or his designee determines that police officers or traffic control officers will be required for the protection of the citizens or for the control of traffic, the applicants shall file an additional fee of one thousand dollars (\$1,000.) to cover the cost to the Village for providing said police officers or traffic control officers. If the cost to the Village is less than one thousand dollars (\$1,000), the balance shall be remitted to the applicant at the termination of said filming.

Please note: All entries must be printed and legible

1. Name and address of applicant: _____

2. Telephone #: _____ Fax #: _____

Local #: _____

Contact: _____ E-Mail: _____

3. **Specific locations**, dates and times of proposed filming/photography:

4. Number of people at the location(s): _____

Person in charge: _____ Local phone #: _____

5. Type of special equipment/number of vehicles: _____

6. Is the nature of the filming/photography or the location such that vehicular or pedestrian traffic will be disrupted?

7. Any other special requirements? _____

Signature of Applicant

Print Applicant's Name

Address – Mailing/Street

City, State and Zip Code

FOR OFFICE USE ONLY

Traffic Control Officers _____
Hourly Rate _____
Number of Hours _____
Special Fee _____

Police Officers _____
Hourly Rate _____
Number of Hours _____
Special Fee _____

DISPOSITION:

APPROVED ()

DENIED ()

Village Administrator

Permit Fee: \$ _____ (\$500 per day)

Receipt #: A _____

Permit #: _____