



Application to Film in Boulder

CITY OF BOULDER, COLORADO

Filming in City Parks:

Mary Kazlauskas
Boulder Parks and Recreation
3198 Broadway
Boulder, CO 80304
(303) 413-7219 – direct
(303) 413-7200 - receptionist
(303) 413-7201 – fax
kazlauskasm@bouldercolorado.gov

Filming on Open Space/Mt. Parks

Michelle Gonzales
Open Space & Mountain Parks
66 South Cherryvale Road
Boulder, CO 80303
(720) 564-2008
(720) 564-2072 – fax
Gonzalesmi@bouldercolorado.gov

Filming in Boulder City Limits:

Ellen Cunningham
Downtown and University Hill Management Division
1500 Pearl Suite 302
Boulder, Colorado 80302
(303) 413-7315
(303) 413-7301 – fax
cunninghame@bouldercolorado.gov

Please complete and return to the appropriate City department (see front page)

Client/Primary Production Company:

Company _____ Phone/Day _____

Your Name _____ Phone/Eve. _____

Address _____ Fax No. _____

City: _____ State: _____ Zip: _____

Local Information:

Local Agency _____

Your Name _____ Telephone _____

Address _____ Fax No. _____

Filming Locations:

1. Area Requested _____

Date _____ Time _____ am/pm to _____ am/pm

2. Area Requested _____

Date _____ Time _____ am/pm to _____ am/pm

3. Area Requested _____

Date _____ Time _____ am/pm to _____ am/pm

Filming Information:

Non-Profit ___ Gov't. Agency ___ Private/Commercial ___

Still Photography ___ Video/Filming ___ # of Cargo Vans/Motorhomes ___

Crew ___ # Models ___

Explain cameras, equipment, props, etc., that will be used:

Explain any set up; what equipment will be required:

Will any set up remain overnight? ___ If so, please give the name of the security company you will use including days and hours that they will be present:

Please describe below the description of the production and attach any extra information as necessary. Please state if this is a commercial, advertisement, public service announcement, catalog shoot, etc.:

General Requirements:

- Amplification: All amplification will remain in compliance with the City of Boulder’s noise ordinances. If complaints are received, the volume will be turned down, even if the volume is in compliance with the allowed sound level.
- Certificate of insurance: Applicants are required to obtain general liability insurance with minimum limits of \$1 million per occurrence. Applicants must also provide a certificate of insurance, naming the City of Boulder and its officers, employees, and authorized volunteers as additional insured, and as the certificate holder. The following language **MUST** be included under “DESCRIPTION” on the insurance rider: “The City of Boulder is named as an additional insured on general liability for (name the event, the location, and date).” If this information is not included, the certificate will not be accepted.
- Failure to provide the City with a certificate of insurance no later than 14 days before the event will be grounds for immediate termination and reversal of this permit approval.
- Damage Deposit: to be determined by individual departments.

INDIVIDUAL *That I, my heirs, executors or agents* **GROUP** *That officers, employees, agents or representatives*

indemnify and hold harmless the City of Boulder for any claims, amounts, and/or damages that may arise during the rental process, and release the City of Boulder and all of its agents from all liability for any injury which might be inflicted on third persons or property during the rental period

Signature of Applicant _____ **Date** _____

Approved _____ **Date** _____