



COMMERCIAL FILMING APPLICATION

City of Pittsburg

200 Rusk Street

Pittsburg, TX 75686

Phone: 903-856-3621 Fax: 903-856-0544

Email: nbaum@pittsbrutx.net

Application Date: _____

Application Fee: \$0.00

Applicant Information (Primary Point of Contact)

Applicant Name		Company Name	
Mailing Address	Street	City	State
Zip Code			
Phone No.	Email Address		
Are You	☐ Location Manager	☐ Producer	☐ Representative

Project Information

Project Name		
Type of Production (feature film, television, commercial etc.)		
Contact with Texas Film Commission?	Film Commission Contact Name	Film Commission Contact Phone
Proposed Filming Location Description (attach additional pages if necessary)		
Dates of Prep Filming		

DAMAGES AND CLEANUP

Permit holders are personally and financially responsible for any damages connected with their activities on the requested public property including but not limited to; damage to utilities, structures such as gazebos, the grounds such as creating ruts or tracks, streets such as creating stains or physical damage. All damage assessed by City Hall will be the responsibility of the applicant. Damages not paid within 30 days of assessment of damages will be filed against the applicant's insurance policy by the city.

Permit holders are responsible for cleanup of all debris connected with their activities including but not limited to; booths, tents, electrical cords, portable toilets, and trash or anything else related to filming. Failure to comply and properly cleanup will be documented and could result in immediate denial of future application request.

PRE-PRODUCTION

After issuance of a permit, a pre-filming meeting is required between at least one representative of the filming crew and all applicable city personnel, including, but not limited to the City Manager, Office of the Mayor, Community Development Office, Chief of Police and Fire Department. Any special effects including pyrotechnics or explosions are required to meet with the Chief of Police to demonstrate licensing and present a schedule.



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PROJECT INFORMATION TO ATTACH

Production schedule and activities, including stunts, pyrotechnics, special effects, aerial photography, amplified sound or use of animals. Give dates and times and rain dates. Hours should include set-up, holding of sets and restoration.

Approximate number of persons involved with the production, including cast and crew.

Anticipated need of City personnel, equipment or property.

Public areas in which public access will be restricted during production.

Describe alterations to public property.

Number and type of production vehicles to be used and location(s) where vehicles will be parked.

Location where crew will be fed, if not at filming location.

Location where extras will be held, if not at filming location.

Please attach a map of anticipated street closure(s) or other public area use.

Certificate of Insurance, naming the City of Pittsburg, TX as an additional insures, in an amount not less than \$1,000,000 general liability, including bodily injury and property damage with a \$5,000,000 umbrella; and automobile liability (if applicable) in an amount not less than \$1,000,000 including bodily injury and property damage.

The films budget including what portion of the budget will be spent locally.

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Applicant (production company representative):

Name

Date

Title

Application approved by Pittsburg representative:

Name

Date

Title

The guidelines for filming in Pittsburg, Texas apply to all motion picture production in Pittsburg.

The office of the City Manager may require the applicant to acknowledge receipt of the Guidelines prior to approving this application.

All permits are subject to final approval by the City Manager and Chief of Police.