



Inc. Village of Manorhaven
33 Manorhaven Blvd., Port Washington, NY 11050
Phone: 516-883-7000 Fax: 516-883-4535

FILM PERMIT APPLICATION 2025

Date: _____

PERMIT TYPE: ☐ NEW ☐ EXPEDITED ☐ AMENDED

Name of Organization: _____

Address: _____

_____ Business Phone _____

Name of Applicant/Contact Person: _____

Contact phone: _____ Cell phone: _____

Location of property where filming is requested *(Please note if filming is indoors or outdoors):*

Date filming is requested: _____

Filming hours requested: _____

Will a street closure be needed: ☐ YES ☐ NO

What is the nature of the film: _____

Granting of the above application is based on the following conditions:

1. INSURANCE:

Applicant is required to furnish a **Certificate of General Liability Insurance**, and shall **name the Inc. Village of Manorhaven as "additional insured"**. Said policy or certificate shall be written with a limit of not less than One Million Dollars (\$1,000,000) for bodily injury per occurrence and One Hundred Thousand Dollars (\$100,000) for property damage. Under conditions in which the activity shall include or exceed the number of twenty five (25) persons (whether said persons are under contract with aforementioned applicant or not), appearing within any given scene of said activity, the licensee shall provide a policy or certificate of general liability insurance, with a limit of not less than Two Million Dollars (\$2,000,000) for bodily injury per occurrence and Five Hundred Thousand (\$500,000) for property damage. Under conditions which are

considered to be inherently dangerous activities, the applicant shall provide a policy or certificate of general liability insurance with a limit of not less than Five Million Dollars (\$5,000,000) for bodily injury per occurrence and One Million Dollars (\$1,000,000) for property damage. For the purpose of this application inherently dangerous activities shall include, but not be limited to:

- a. The handling, explosion or detonation of any explosive device, material or combustible material such as dynamite.
- b. The handling of any dangerous or poisonous animal, reptile or insect.
- c. The engaging in the pursuit of another or others using an automobile, motorcycle, aircraft, motorboat, or any other similar motor-powered vehicle.
- d. The engaging in any activity, stunt or exhibition that a reasonable or prudent person would not engage in as constituting a danger too great to be risked by himself or others.

2. DEPOSIT:

Applicant must deposit with the Village Clerk a **cash bond or Letter of Credit** to guarantee reconstruction or restoration of any public or private property damaged as a result of filming.

3. INDEMNITY:

Applicant agrees to indemnify and hold harmless the Inc. Village of Manorhaven, its agents, officers and employees against any and all claims, demands, causes of action, costs and liabilities of every kind and nature.

4. PARKING REQUIREMENTS:

Applicant will find **alternate parking areas** other than parking on Village roads. The applicant will notify the Village where such vehicles are to be parked.

5. NOTIFICATION:

Notices by certified receipt are to be sent to all residents within 300 feet of the filming site, the Nassau County Police Department – Sixth Precinct, and the Port Washington Fire Department as to the use of firearms, explosive devices as well as other dangerous activities.

6. FEE:

The following application is understood and agreed.

Applicant's Signature: _____

Printed Name: _____

APPROVED: _____

Mayor's Signature

FEES RECEIVED: \$ _____

Application Fee - \$250

First Day of Filming - \$5,000; each additional day - \$1,000