

Town of Dover

126 East Duncan Hill Rd. Dover

Plains, NY 12522

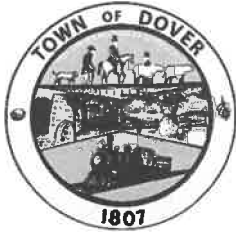
P.(845)832-6111 x 103 | F. (845)832-3188

building@townofdovernny.us

Film Permit Application CheckList

Applications will be considered when the following information is supplied:

- ☐ Complete Application for Film Permit
- ☐ Submit payment, reference Film Fee Schedule (end of document), for applicable fees:
- ☐ Submit a copy of Production Insurance, Town of Dover must be listed as Certificate Holder.
- ☐ Submit a parking plan, if utilizing public property or any roadways.
- ☐ Submit notarized authorization letter from property owner, if filming on private property.
- ☐ Submit any other documents you think are pertinent.



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For Office Uses Only ☐ Residential ☐ Commercial

Permit: _____ Zone: _____

Grid #: _____

Fee: \$ _____ Date Paid: _____

Check # _____ Receipt #: _____

APPLICATION FOR FILM PERMIT

Project Title: _____

Applicant Name: _____ Title: _____

Office Phone: _____ Mobile Phone: _____

Email: _____ Fax: _____

Production Company Name: _____

Production Company Address: _____

Insurance Carrier: _____

Insurance Carrier Phone: _____

PROJECT TYPE

:Feature Film

:TV Show

:Commercial

:Industrial

:Music Video

:Short Film

:Student Film

:Other

Please specify "Other": _____

PROJECT INFORMATION

Estimated Total Production Days: _____ Estimated Number of Cast and Crew: _____

Start Date: _____ End Date: _____

WILL ANY OF THE FOLLOWING OCCUR? IF SO, PLEASE **EXPLAIN**.

Yes	No - Special Effect	Yes	No - Pyrotechnics	Yes	No - Child Actors
Yes	No - Stunts	Yes	No - Live Burn	Yes	No - Use of Aircraft
Yes	No-Gunfire	Yes	No - Use of Animals	Yes	No - Use of Drones

Details of Above:

SHOOTING SCHEDULE BY LOCATION

(Please attach additional sheets or separate documents if necessary)

DATE	LOCATION	START TIME	END TIME

Please Briefly Describe Scenes:

WILL YOU NEED ANY OF THE FOLLOWING? If YES to any fill out standard "Application for Film Permit"

Yes No - Road Closures Yes No - Traffic Control Yes No - Pedestrian Control

Details of Above:

NUMBER OF VEHICLES (Only applicable if parking on public property/ roadways):

:Personal Cars :Equipment Trucks :Passenger Vans :Camera Cars
:Picture Cars :Motor Homes :Dressing Rooms :Other

Please specify "Other": _____

USING ANY OF THE FOLLOWING EQUIPMENT? (Only applicable if filming on public property/ roadways):

Yes No-JibArm Yes No - Dolly Track
Yes No - Heavy Machinery Yes No - Generator

Other Equipment(explain) _____

Base Camp Location: _____

Applicant Signature: _____

Print Name: _____ Title: _____

Date: _____

Building Inspector/ CEO Signature: _____

Date Issued: _____

Filming Fee Schedule

APPLICATIONS WILL BE PROCESSED UPON RECIEPT OF APPLICATION FEE

Checks Payable to "Town of Dover"

Mail Checks to:

Town of Dover

ATTN: Building Department

126 East Duncan Hill Road

Dover Plains, NY 12522

Accepted In-Person Payment Methods: Cash, Check or Credit Card (transaction fee)

Filming Activity	Application Fee	Private Property/ Day	Public Property/ Day
Student Film	\$0	\$0	\$0
Cast and Crew Size 1-9	\$30	\$60	\$120
Cast and Crew Size 10-15	\$90	\$150	\$270
Cast and Crew Size 15+	\$600	\$600	\$1080