

# **US Forest Service Commercial Filming & Photography**

Mountaintop Ranger District

Big Bear – Arrowhead – Barton Flats

c/o Inland Empire Film Services

195 N. Leland Norton Way, Suite 6, San Bernardino, CA 92408

(909) 460-8100, x102 ~ [usfs@iefilmpermits.com](mailto:usfs@iefilmpermits.com)

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## **General:**

The Forest Service permits commercial filming & Photography on public lands. Like other commercial uses of National Forest System lands (NFS) and resources, commercial filming & photography require a Temporary Special Use Permit issued by the District Ranger.

Prior to the issuance of the permit, the Forest Service will determine if there are any environmental concerns in the proposed shoot location. The Forest Service may deny permits for filming that depict practices prohibited on NFS lands (i.e. operating vehicles off-road, maintaining an illegal campfire, littering, etc).

The Forest Service encourages use of environmental messages and depiction of environmentally sound practices in connection with the filming. Staff will work with the film producers on ways to incorporate such messages and practices in a manner consistent with the production.

## **Obtaining a Location and Permit:**

The production company should contact Inland Empire Film Services (IEFS) describing the type of location desired and the activity or effect to be captured on film. They may suggest areas that have the desired “look” saving the company hours of scouting or may refer the production company to the District Office for more detailed assistance. Once a location is chosen, obtain the permitting information from IEFS.

## **Insurance:**

The Special Use Permit requires that the permit holder indemnify the United States against any liability arising from the use or occupancy of NFS lands. The permit requires the holder to have their insurance company name the United States Government as an additionally insured party. The minimum required liability coverage shall be as follows: 1) General liability, each occurrence - \$300,000; 2) Property damage (each occurrence) - \$25,000; 3) Death or injury (to one person) - \$100,000; and 4) Death and injury (to more than one person) - \$300,000. A copy of a Certificate of Insurance **and** a letter of endorsement (ISO form # CG-20-12-07-98 or equivalent) will be required prior to the issuance of the permit. In the event that aircraft will be used, an **additional** Certificate of Insurance **and** Letter of Endorsement, naming the United States Government as additionally insured, in the amount of \$10 million is required (see “Aircraft” for regulations). Drones will require UAS/Aircraft Insurance in the amount of \$2 million. **NO HAND-WRITTEN CERTIFICATES OR ENDORSEMENTS WILL BE ACCEPTED.**

The following clauses must be shown **verbatim** on the Certificate or Binder and the Letter of Endorsement:

In the Certificate Holder Box: **“USDA, Mountaintop Ranger District, San Bernardino National Forest, P.O. Box 290, Fawnskin, CA 92333.”**

In the Description of Operations Box: **“It is understood and agreed that the United States Government, in care of USDA, Mountaintop Ranger District, San Bernardino National Forest, P.O. Box 290, Fawnskin, CA 92333, is additionally insured solely as respects liability arising from the operations of the named insured.”**

And

**“It is understood and agreed that the coverage provided under this policy will not be cancelled or its provisions changed or deleted before thirty (30) days written notice to the United States Government, in care of the USDA, Mountaintop Ranger District, San Bernardino National Forest, P.O. Box 290, Fawnskin, CA 92333.”**

On the Letter of Endorsement: **“USDA, Mountaintop Ranger District, San Bernardino National Forest, P.O. Box 290, Fawnskin, CA 92333.”**

And

**“It is understood and agreed that the United States Government, in care of USDA, Mountaintop Ranger District, San Bernardino National Forest, P.O. Box 290, Fawnskin, CA 92333, is additionally insured solely as respects liability arising from the operations of the named insured.”**

And

**“It is understood and agreed that the coverage provided under this policy will not be cancelled or its provisions changed or deleted before thirty (30) days written notice to the United States Government, in care of the USDA, Mountaintop Ranger District, San Bernardino National Forest, P.O. Box 290, Fawnskin, CA 92333.”**

**Fees:**

Permit fees are based on the number of production employees and dates required for the shoot. All fees are due and payable prior to filming.

**Still Photography**

1-10 persons: \$ 88.98/day  
11-30 persons: \$266.90/day  
31+ persons: \$444.82/day

**Motion Picture, Television, Video**

1-10 persons \$ 266.90/day  
11-30 persons \$ 355.84/day  
31-60 persons \$ 889.64/day  
61+ persons \$1,070.97/day

IEFS Fee \$175 per permit (non-refundable)\*

Once your total is calculated, IEFS will send you an invoice with instructions on how to pay. NOTE: payment must be in advance of your permit being processed. Non-payment will stall your permit application and could result in your permit being denied.

**Cost Recovery:**

In order to respond to the needs of the industry, it is necessary for our representatives to put aside their normal work to process permit requests and conduct studies that may be needed to facilitate the use of an area.

In some cases, a Forest Officer or a third party monitor may be assigned to the production as a monitor to insure resource protection and public safety. The monitor will act as the District Ranger's representative approving or disapproving requests that may occur during filming. The monitor also has the authority to suspend operations for non-compliance.

The production company will pay expenses incurred by the Forest Service through Cost Recovery, depending on the amount of time necessary to process the permit application and monitoring if needed. (Processing and Monitoring are assessed separately). All Special Use Permits for filming on the National Forest are subject to Cost Recovery. The minimum charge in addition to the permit fees above is \$125.

<b>2018 Processing and Monitoring Fee Schedule</b>		
<b>Fee Category</b>	<b>Hours</b>	<b>Rate</b>
1 (Minimal Impact)	>1 and up to and including 8	\$125
2	> 8 and up to and including 24	\$440
3	> 24 and up to and including 36	\$829
4	> 36 and up to and including 50	\$1,189
5 (Master Agreement)	Varies	As specified in the agreement
6	> 50	Full reasonable costs, except MLA Full actual costs (MLA)

**Public Access:**

Public access to the set may be restricted during rehearsals and actual filming periods. However, the closure of any area to the general public be considered on a case-by-case basis. The needs of Forest visitors must be considered when planning activities. **Special Use Permits do not grant exclusive use.**

**Filming Schedules:**

Filming may be restricted on weekends between 5:00 pm on Fridays and 6:00 am on Mondays. Filming may not be allowed on holidays. Night filming will be considered on a case-by-case basis. Generally, night shooting will be restricted if residents of nearby campgrounds or private residences will be disturbed by noise, light, and other related filming activity.

\*to avoid this fee, you can contact the USFS directly for permit processing – (909) 382-2728. This may also increase your permit processing time to 3 weeks or more.

**Special Effects:**

Pyrotechnics, use of weapons, temporary construction, etc. will be considered on a case-by-case basis. All special effects must be approved prior to filming. In some cases, Forest Officers, County Fire Officers and/or fire suppression equipment will be required (See Collection Agreements).

**Vehicle Operation:**

- All roadways are to be kept open to the public.
- During filming, a road may NOT be closed for an extended period of time.
- Emergency traffic is allowed through at all times.
- Vehicles are NOT allowed off of legal roads. (Roads not shown on the Forest map are often illegal and cannot be used.)
- Parking areas will be determined prior to the shoot. Parking can be extremely limited and the use of shuttle vehicles is encouraged.

**Winter Road Closures:**

The following roads are closed in November (dates vary due to weather) to all vehicular travel: 1N02, 1N05, 1N54, 1N96, 2N06, 2N08, 2N10, 2N13, 2N13C, 2N27, 2N68, 2N80, 2N93, 3N09 and the dirt road just East of Snow Valley Ski Area that accesses the Camp Creek Trailhead. Gates are used to close these roads in order to protect the road surface and to provide non-motorized winter recreation activities. Other roads, although not closed, are not maintained during the winter season and may be impassable.

**Aircraft:**

Flight operations, flight paths, and landing zones must be approved in advance. Tail numbers, make, model, color, frequency monitored, etc., will be provided to the Federal Interagency Communication Center. A FAA approval, in writing, is also required. See "Insurance" for additional insurance requirements. A Forest Service monitor (at the expense of the production company) will be required for any production using aircraft. The company will provide direct radio communication between the aircraft and the monitoring ranger. All Federal and State aircraft regulations apply.

**Representative:**

A bona fide representative of the production company must be on the location at the time of the shoot. This representative is responsible for following the permit terms as well as any special direction required by the District Ranger.

**Credits:**

We **require** credit be given as follows:

"Filmed on location in the San Bernardino National Forest"

And Special thanks be given as follows:

"Mountaintop Ranger District – Big Bear"

and

"Inland Empire Film Services"

**Who to Contact:**

IEFS will be handling the permit process for the US Forest Service – Mountaintop Ranger District – (909) 460-8100, x102; [usfs@iefilmpermits.com](mailto:usfs@iefilmpermits.com). They can also assist you with finding local crew, vendors, locations or permits for other jurisdictions around the Nation Forest.

The United States Department of Agriculture (USDA) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political belief, sexual orientation, and marital or familial status.

SOUTHERN CALIFORNIA NATIONAL FORESTS  
 Angeles, Cleveland, Los Padres, San Bernardino  
 PHOTOGRAPHY/FILMING REQUEST

Date of Application:	Project Title:	
Company:	Primary Contact/Title:	
Tax ID#:		
Address:	Phone:	C-phone:
	Backup Contact/Title:	
Phone:		
FAX:	Phone:	C-phone:
FedEx#:		

PRODUCTION INFORMATION:

Date of Production:
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TYPE: <input type="checkbox"/> Still photography <input type="checkbox"/> Commercial <input type="checkbox"/> TV Movie <input type="checkbox"/> TV episodic <input type="checkbox"/> Feature Film <input type="checkbox"/> Music Video <input type="checkbox"/> Corporate Video <input type="checkbox"/> Student Film <input type="checkbox"/> Other
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PROPOSED LOCATION(S) ( include Thomas Brothers or Forest map reference): _____ _____
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Total people on set (cast, crew, contractors, etc.)
Numbers and types of vehicles
Set Up (date, length of time, time of day)
Filming (start/stop)
Breakdown & Restoration (start/stop)
Alternate filming date(s)

STUNTS/SPECIAL EFFECT PROPOSED: <input type="checkbox"/> Pyrotechnics <input type="checkbox"/> Hazardous Materials <input type="checkbox"/> Wild Animals <input type="checkbox"/> Riparian Area <input type="checkbox"/> Developed Recreation Site <input type="checkbox"/> Other Describe:

II. DESCRIPTION OF ACTIVITY: (including map of area, proposed ground disturbing activities, narratives, and story boards) \_\_\_\_\_

III. MISCELLANEOUS:

Action involving vehicles and/or equipment: \_\_\_\_\_

Props proposed: \_\_\_\_\_

Traffic and safety control/special closure measures needed (have you obtained permission to use improvement not owned by or under the jurisdiction of the United States Government, i.e. structures, roadways, etc.) \_\_\_\_\_

IV. AIRCRAFT:

\_\_\_\_\_ Tail number \_\_\_\_\_ Pilot's name \_\_\_\_\_ Frequency monitored

TO BE COMPLETED BY FOREST SERVICE:		
Fees:		
FEE SCHEDULE:		
Processing fee:		
Still Photography:		
Photography/filming fee:	1-10 persons	\$ 88.98/day
Unique site fee:	11-30 persons	\$ 266.90/day
Total Permit fee:	31+ persons	\$ 444.82/day
Collection Agreement:		
Filming:		
Certificate of Insurance:	1-10 persons	\$ 266.90/day
Property Owner Permission Req'd: <input type="checkbox"/> yes <input type="checkbox"/> no	11-30 persons	\$ 355.84/day
Road Encroachment Permit Req'd: <input type="checkbox"/> yes <input type="checkbox"/> no	31-60 persons	\$ 889.64/day
Fire/Safety Plan Req'd: <input type="checkbox"/> yes <input type="checkbox"/> no	61+ persons	\$1,070.97/day
NEPA Needed: <input type="checkbox"/> yes <input type="checkbox"/> no		
Information gathered by:		
Date:		

**EXHIBIT A**  
**OPERATING PLAN**

The following terms must be met for this authorization to remain in effect:

1. This authorization is not to be interpreted as exclusive to the production company. The roads near the areas occupied are to remain open to public travel. Fire and other emergency vehicles going into or out of the areas under this authorization will always be given immediate access.
2. This authorization is contingent upon the holder acquiring all necessary permits and /or permission from affected agencies (CALTRANS, CA Highway Patrol, County of San Bernardino, FAA, BB Municipal Water District, City of Big Bear Lake, etc.) or private landowners.
3. Use of fire and prevention:
  - a. CAMPFIRE – Campfires are not authorized.
  - b. SMOKING – Smoking will be permitted within enclosed vehicles only while traveling. Outside of vehicles, individuals must clear an area three feet in diameter to mineral soil. All cigarettes must be extinguished and buried in mineral soil before leaving any smoking area.
  - c. PARKING – To prevent a wild land fire due to hot exhaust, vehicles must be parked in areas predetermined by the Forest Service or in cleared areas free of flammable materials. Access to all Forest Service system roads must be kept clear at all times. Staging or off-site parking must be approved in advance.
  - d. FIREWORKS – No fireworks or other incendiary devices shall be brought onto or used on any National Forest lands within the boundaries of the San Bernardino National Forest.
  - e. SPARK ARRESTERS AND MUFFLERS – A muffler or spark arrester satisfactory to the authorized officer shall be maintained on the exhausts of all vehicles or other internal combustion engines used in connection with this authorization.
4. Avoid all destruction, defacement, or carving of trees, shrubs and all natural features. Use no boughs for beds or shelters. Collecting live plant material is forbidden except by special permit from the Forest Service.
5. The Permittee shall protect the scenic aesthetic values of the area under this authorization and adjacent land as far as possible with the authorized use, during construction, operation and maintenance of the production site.
6. The Permittee shall take reasonable precautions to prevent pollution of or deterioration of the lands or water that may result from the exercise of the privileges extended by this permit.
7. Trash and garbage will be removed from the site and dispose of at the DobleDump.
8. Signs are not to be nailed to or hung from trees or other vegetation. Directional signs will be removed at the close of production.
9. An authorized agent of the company must be on site throughout the shooting.

**Applicant Signature** \_\_\_\_\_

**Date** \_\_\_\_\_



**UNITED STATES FOREST SERVICE  
BIG BEAR RANGER DISTRICT  
ANIMAL STIPULATIONS FOR COMMERCIAL FILMING**

1. Animals not endemic to the area shall be under the control of **qualified handlers at all times**. Animals shall **NOT** be allowed to feed on natural vegetation.
2. Permittee is responsible for providing appropriate feed and water for the animals. Plant-eating animals shall be fed non-germinating pellets or certified weed-free hay for two days prior to filming **AND** during filming on USFS lands. Animals will be either tied to a parked vehicle; contained in a free standing fenced corral; and/or housed within a trailer in a parking area or road, when not in use.
3. All animal “waste” shall be removed from USFS lands on a daily basis. Transmission of diseases from domestic animals to wildlife will be avoided through appropriate action (vaccines, avoidance of contact, etc).

Permittee acknowledges, by signing below, that he/she knows, understands and accepts the terms and conditions under which this permit is issued.

\_\_\_\_\_  
Permittee Signature

\_\_\_\_\_  
Animal Wrangler Signature

\_\_\_\_\_  
Permittee Name (please print)

\_\_\_\_\_  
Animal Wrangler Name (please print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone number