



Inland Empire Film Services, Inc.

Applicant Information

Company Name: _____ Production Title: _____

Contact Name: _____ Title: _____

Address: _____ Email: _____

Street Address

City State ZIP Code

Company Phone:() _____ Cell Phone:() _____

Secondary Contact: _____

Title, Cell & email: _____

Filming Information

Type of Production

<input type="checkbox"/> Feature	<input type="checkbox"/> TV Episodic	<input type="checkbox"/> TV Reality
<input type="checkbox"/> Commercial	<input type="checkbox"/> Stills	<input type="checkbox"/> Documentary/Industrial
<input type="checkbox"/> Music Video	<input type="checkbox"/> Student	Other (Specify) _____

Total number of people on location (crew, cast, vendors, etc): _____

Vehicle Breakdown (# of each):

Cars: _____ Lg. Trucks: _____ RVs: _____ Picture Vehicles: _____

Generators: _____ Camera Cars: _____ Other (specify & #): _____

Location:

Location Name (if applicable): _____

Address: _____

Owner/Rep Name: _____

Owner/Rep Number: _____

Date(s) and time(s) of shoot: _____

Summary of scenes (activity, stunts, SFX, etc): _____

By submitting this form, you are agreeing to pay a service fee to process this information

INSURANCE REQUIREMENTS FOR THE CITY OF DESERT HOT SPRINGS

Insurance requirements: Contractor/Vendor shall maintain at all times during the term of the Film Permit one million dollars (\$1,000,000) per occurrence in commercial general liability insurance for bodily injury, personal injury, and property damage. All such policies shall name the City, the City Council, and each member of the City Council and City's other officers, employees and agents as Additional Insureds under such policies.

When deemed necessary by the City, Contractor/Vendor shall maintain one million dollars (\$1,000,000) per occurrence in automobile liability insurance for bodily injury and property damage including coverage for owned, non-owned, and hired vehicles in a form and with insurance companies acceptable to City.

All policies shall contain a provision stating that the Contractor/Vendor policies are PRIMARY insurance and that insurance of City or any named Additional Insureds will not be called upon to contribute to any loss.

All insurance policies are to be placed with Insurers with a current A.M. Best rating of no less than an "A" policyholder rating and a financial rating of not less than Class VIII. All insurers shall be licensed by the State of California to issue insurance in the State of California.

You must provide *proof of liability insurance* and a *Letter of endorsement* (ISO form #CG-20-12-07-98 or equivalent) naming the City of Desert Hot Springs, its officers, agents, employees and/or volunteers as an additionally insured in the amount of \$1million. The Insurance Certificate and Letter of Endorsement *must read verbatim*: **City of Desert Hot Springs, 65950 Pierson Blvd., Desert Hot Springs, California 92240 and its officers, City Council, agents, employees and/or volunteers are additional named insureds with respect to liabilities arising out of the performance of services hereunder.**

An additional Insurance Certificate is required in the event of use of airplanes or helicopters with an Aircraft Liability insurance certificate and Letter of Endorsement required in the amount of \$10 million, using the verbiage above. FAA approval, in writing, is also required.

Drones are approved on a case-by-case basis. If approved, An additional Insurance Certificate is required with an UAS/Aircraft Liability insurance certificate and Letter of Endorsement in the amount of \$2 million, using the verbiage above.

Workers compensation requirements: Proof of workers compensation insurance is required.

DESERT HOT SPRINGS FILM PERMIT FEES

- Permit fee for Motion - \$140
- Daily Location Fee for Motion - \$50
- Permit Fee for Stills - \$75
- Daily Location Fee for Stills - \$15
- Convenience Fee - \$5.16
- IEFS Processing Fee - \$178

Fees are subject to change without notice.