



Commercial Film/Media Production Permit Application

Low-impact applicants need only to submit an application. High-impact applications include:

- Application form
- Site plan/map
- Insurance certificate (or provide date when certificate will be submitted _____)
- Non-refundable \$50 application fee

Date of application _____

Project Title _____

Production type (tv program, feature film, commercial, corporate video, etc.)

Brief description/synopsis of project/plot:

City of Suwanee locations/addresses where filming is planned (incl. film site & base camp)

Film dates: Beginning _____ Ending _____ Total # days _____

Film times: Beginning _____ Ending _____ Est. total # filming hours _____

Size of Cast _____ Crew _____ Extras _____

Total # of vehicles/equipment _____

Types of vehicles (trucks, trailers, RVs) _____

Production Company _____

Address _____

Phone _____

Production Manager _____

Email address _____ Phone _____

Location/Transportation Manager _____

Email address _____ Phone _____

Special requests/uses to include:

- Use of outdoor City facilities (streets, parks, etc.)
- Use of indoor public facilities (City Hall, police dept, municipal court)
- Closure of City facilities (parks, buildings, etc.)
- Road closures/traffic disruption
- Aerial filming
- Pyrotechnics, gunfire, blank fire
- Amplified sound, bull horns, sirens
- Wild animals
- Public nudity
- Use of extreme obscenity (would require an R or stricter rating)
- Other (Please specify on a separate sheet)

Please note required changes to buildings, amenities, signage, or other special conditions requested on a separate sheet and submit with application.

PERMIT FEE SCHEDULE		
PERMIT	FEE	NOTES
Application	\$50	High-impact only
High-Impact Permit	\$250	
Refundable sanitation/depreciation fee	\$500	
Use of park/City facility	\$500/day	
Closure of park/City facility	\$1,000/day	Includes usage fee
Street closure inconvenience	\$500/day	
On-street parking	\$100/day	
Change of plans (<72 hours)	\$250	
Off-duty police officers	\$40/hour x2	\$320 minimum
Public Works staff	\$30/hour	