



CITY OF MORRO BAY

RECREATION DEPARTMENT

1001 Kennedy Way
Morro Bay, CA 93442

The City of Morro Bay welcomes you to our community. We hope our versatility and picturesque qualities will suit your filming needs.

In accordance with Assembly Bill No. 4680, the City of Morro Bay has a policy governing requests for filming permits. This information packet has been prepared to assist you in meeting the requirement for filming in the City of Morro Bay.

Please complete the attached Filming Application and submit it to the Recreation Services Division at least 10 working days prior to the filming. Your application will enable us to determine the necessary safety personnel, equipment and insurance needs that must be available during filming. Upon compliance with the necessary permit needs, the Recreation Services Division will approve your request.

Upon approval of your filming request, the Permit Fee, a Certificate of Insurance and an Endorsement in the amount of \$1 million and a Deposit must be received by the Recreation Services Division at least 24 hours in advance of the filming.

The City provides personnel for safety purposes, crown and traffic control. Final authority for all safety matters is provided through the Fire, Police and Harbor Departments. Arrangements for barricades, posting of signs and cleanup will be provided as conditions of your permit. Costs for City Services and equipment will be estimated prior to filming and actual costs invoiced post event.

If you have any questions, please contact the Recreation Services Division at 805-772-6278.

Charlee Lowe
Permits Technician
P: (805)772-6280
E: clowe@morrobayca.gov

Kirk Carmichael
Recreation Services Manager
P: (805)772-6282
E: kcarmichael@morrobayca.gov

Morro Bay Tourism

Let us help your group find the ideal place to stay in our ocean-side destination, and so much more! We can help put together itineraries including culinary, boat and fishing tours, water adventures, festivals, agri-tourism and retail therapy tours. Our Tourism Office can also match you up with receptive operators for a customized itinerary throughout San Luis Obispo County or a unique experience if just traveling through the San Luis Obispo County area. For more info please call or email our Tourism Manager, Jennifer Little at (805) 225-7411, jlittle@morrobayca.gov.

ATTACHMENT A

**Terms, Conditions and Hold Harmless Agreement
Film Permit Application**

Permittee waives all claims against the City, its officers, agents and employees, for loss or damage caused by, arising out of or in any way connected with the exercise of this permit and the permittee agrees to save harmless, indemnify and defend City, its officers, agents and employees, from any and all loss, damage or liability which may be suffered or incurred by City, its officers, agents and employees caused by, arising out of or in any way connected with exercise by permittee of the rights hereby permitted, except those arising out of the sole negligence of the City.

City shall have the privilege of inspecting the premises covered by this permit at any or all times.

This permit shall not be assigned.

City may terminate this permit at any time if permittee fails to perform any covenant herein contained at the time and in the manner herein provided. City agrees it will not unreasonably exercise this right of termination.

The parties hereto agree that the permittee, its officers, agents and employees, in the performance of this permit shall act in an independent capacity and not as officers, employees or agents of the City.

No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto.

Permittee shall not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, age, national origin or physical handicap.

Permittee agrees to comply with all the terms and conditions listed on the permit or attached to the permit, which terms and conditions are by this reference made a part thereof.

The permittee hereby agrees to comply with all the rules and regulations of the facility or institution subject to this permit.

Permit must be kept on-site at all times.

ATTACHMENT B

FILM PERMIT TERMS AND CONDITIONS

GENERAL INFORMATION: The Film Permit is issued by the Deputy City Manager for the purpose of filming on City-owned, leased or controlled real property and/or City streets. The Film Permit does not constitute or grant permission to use or occupy property not owned, leased or controlled by the City of Morro Bay. The Film Permit must be in the possession of the Permittee at all times while on location and is not transferrable.

PERMIT COORDINATION: The Deputy City Manager will secure the necessary permits and clearances from required City Departments. Permittee shall advise of any filming that necessitates street closures, partial street blockage, halting of traffic or obstruction of sidewalks due to the encroachment of equipment, work crews or vehicles.

TIME RESTRICTION: In residential areas, filming is restricted to the hours of 7:00 AM to 10:00 PM. Night filming must be approved in writing in advance by the Deputy City Manager.

NOTICE PRIOR TO ENTRY: Permittee shall provide at least twenty-four hours notice to the Deputy City Manager prior to entry by any of its officers, agents, employees, contractors or subcontractors upon City property for purposes of filming.

All residents and/or businesses within a three hundred foot radius of filming locations must receive at least forty-eight hours advance written notification of the filming activity. Such notice shall include, but not be limited to: film company name, phone number, contact person, length of time filming will occur, and notification if any public streets or access ways will be blocked or obstructed.

PARKING: All production vehicles must be marked with visible identification at all times while on location for parking enforcement purposes. Permittee shall advise of any additional parking requirements so that the Director of Recreation and Parks can arrange for adequate parking.

PYROTECHNICS: Permittee shall advise City of any special effect or stunt where the use of pyrotechnics or any other material deemed hazardous, including, but not limited to fireworks, open flames and explosives to be used. Notification must be received prior to use and appropriate permits must be submitted and approved.

ALTERATIONS AND/OR CHANGES TO CITY PROPERTY: Permittee shall not alter, modify or otherwise change any City property without prior written approval of the Deputy City Manager. Permittee will, at its own expense, remove any alterations or modifications that it makes to City property and return the property to its original condition, reasonable wear and tear expected, upon expiration of the permit.



CITY OF MORRO BAY
FILM PERMIT APPLICATION*
RECREATION SERVICES

1001 Kennedy Way
Morro Bay, CA 93442
805-772-6278
805-772-2693 Fax

**This is not a Film Permit.*

A Film Permit is issued as a separate document after all requirements have been met.

Please E-mail: recinfo@morro-bay.ca.us or Fax (805) 772-2693 Completed Application

Film Company: _____ Phone Number: _____
Address: _____ City/State/Zip: _____
Location Manager: _____ Phone Number: _____
Production Manager: _____ Phone Number: _____
Local Contact: _____ Phone Number: _____
Project Title: _____
Production Type: _____

LOCATION/ACTIVITY INFORMATION: This information is required to obtain a filming permit in the City of Morro Bay. Add additional sheets if necessary.

DATE	LOCATION	ACTIVITY
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Personnel _____ Total Vehicles/Equipment _____

Generators _____ Cars _____ Trucks _____ Motorhomes _____ Other _____

Pyrotechnics: _____ Permit Number: _____

Pyrotechnician: _____ Permit Number: _____

AGREEMENT FOR USE OF CITY PROPERTY

Permittee agrees to all terms and conditions of this permit including provisions on any and all attachments.

Date: _____ Signature: _____

LOCATI ON WORKSHEET

Product i on Company: _____

Ti t l e: _____ Dat e _____

Type of Product i on:	Feat ure	TV Ser i es	TV Mbvi e
Comer ci al	Musi c Vi deo	Ot her	

Cont act : _____

Ti t l e: _____ Phone: _____

St udi o/ Adver t i si ng Agency: _____

Fi l mi ng Days:	Dat e	Ti me	Ar ea	I nt . / Ext .
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Request ed: _____

Pr ep/ Const r uct i on: _____

Descr i be Act i vi ty: _____

Number of Peopl e:	Crew _____	Cast _____	Ext r as _____
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Py r ot echni cs: _____ St unt s: _____

Ani mal s: _____

Scout Dat e: _____ Ti me: _____

I n At t endance: _____

Sur vey Dat e: _____ Ti me: _____

I n At t endance: _____

Fee: _____

Appr oval s: _____

Not i fi cat i ons: _____

Cont r act Execut ed: _____