

Application for Commercial Filming/Taping
in the City of Berwyn, Illinois

Date: _____

Information:

Name of Production/Project: _____

Name of Production Company: _____

Address: _____

City, State Zip: _____

Name of Producer: _____ Phone: _____

Name of Director: _____ Phone: _____

Location Coordinator: _____ Phone: _____

Type of Production (i.e. Commercial, Feature, Film, Film Scene, Training Film, PSA, etc.): _____

Production schedule (dates and times): _____

Allowances for weather or conditions beyond one's control will be made after consultation with the Mayor's Office.

Proposed location(s) of production: _____

General description of script or content of production as well as any special effects: _____

Anticipated needs of City employees, equipment and/or property: _____

Insurance:

The Applicant shall attached a certificate of insurance naming the City of Berwyn and its corporate authorities, officers, officials, boards, commissions, employees, attorneys, agents and representatives as additional insureds in the amount of \$1,000,000 general liability, including bodily injury and property damage, and automobile liability (if applicable) in the amount of \$1,000,000 including bodily injury and property damage.

Such certificate shall include the following language: "The City of Berwyn, its corporate authorities, officers, officials, boards, commissions, employees, attorneys agents and representatives are made additional insureds with respect to any and all claims which arise out of, or are in any way related to, the operations of (the film maker) while present in the City of Berwyn."

The Applicant shall also attach proof that the appropriate workers compensation and employer's liability insurance have been provided for the employees of the filming company.

Certificate attached: _____

(initials)

Fees:

Application Fee: \$250 (refunded if application is denied)

Impact Fee: [determined by City]

Public Safety Fee: [as incurred]

Hold Harmless Agreement:

The Applicant shall hold the City harmless of any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use.

Miscellaneous:

Specify any other circumstances, conditions, or anticipated needs not covered in this application: _____

The producer or representative shall sign this application and upon favorable consideration of this application, the City shall issue a permit for the production activity subject to the aforesaid conditions and any others as may be reasonably required.

[Signature Page Follows]

I have read, understand and agree to abide by the terms and conditions set by the City of Berwyn, Cook County, Illinois.

Signature

Print Name

_____ _____
Title Date

APPROVED:

_____ _____
Mayor Date

*Please email all applications to City Administrator Ruth Siaba Green: rsiabagreen@ci.berwyn.il.us

*The applications will be reviewed once the application fee has been paid.