



## VILLAGE OF HASTINGS-ON-HUDSON

Municipal Building  
7 Maple Avenue  
Hastings-on-Hudson, New York 10706

### FILM POLICY

1. A permit is required to film, videotape, video record, televise, or take still photographs for commercial purposes on public or private property within the municipal boundaries of the Village of Hastings-on-Hudson. Non-profit and student films will be evaluated on a case-by-case basis to determine if a film permit is necessary.
2. The application to obtain a Filming Permit must be completed and submitted to the Village Clerk, including all required supporting documentation and applicable fees, at least fourteen (14) days prior to filming, unless otherwise negotiated.
3. The Village reserves the right not to permit film making activity of any kind if it is deemed not in the public interest.
4. The Village must be named as additional insured on the liability policy of the producer (\$3,000,000 minimum).
5. The Village must be given a hold harmless clause indemnifying the Village from any liability.
6. The Village must be provided evidence of appropriate Worker's Compensation Insurance that provides coverage for all members of the production.
7. The film must comply with all Federal, State, and local laws and ordinances.
8. The Applicant will be required to post a cash bond or present a certified check payable to the Village of Hastings-on-Hudson in an amount to be determined by the Village Clerk of no less than \$2,500 to insure compliance with regulations and representations of the production company.
9. A suitable donation must be made to the Village Betterment Fund to compensate residents for the inconvenience produced by the film makers as follows:

Commercial filming:	\$5,000 per filming day
Non-profit/ Student filming:	\$1,500 per filming day

(as per Item 1, Non-profit and student films may be exempt from fees)
10. A filming day shall be defined as 7:00am to 7:00pm. Irrespective of total duration of filming in a day, any filming outside of the filming day timeframe will incur additional costs of one-twelfth (1/12) the filming day rate per hour. Filming done entirely outside

the hours of the regular filming day described above will still be subject to the full charge for a filming day in addition to pro-rated hourly charges. Furthermore, the day will be defined to begin when vehicles and equipment arrive and setting up begins, and the day will be defined to end when the area is restored and the last member of the production leaves the area.

11. Hastings-on-Hudson Police Officers must be used for traffic and crowd control. The stopping and redirecting of pedestrian and vehicular traffic may only be performed by Hastings-on-Hudson Police Department personnel, or designee of the Chief of Police. Police vehicles and equipment used will also be billed at hourly rates. All applicable Police fees are non-negotiable and will be billed separately.
12. The Applicant will be responsible for all costs associated with Public Works as it relates to the production, including but not limited to special sanitation collection, street lighting, and site restoration work. Public Works vehicles and equipment used will also be billed at hourly rates. All applicable Public Works fees are non-negotiable and will be billed separately.
13. The parking and storing of all vehicles and equipment related to the production shall be confined to a location designated by only the Village Manager, Chief of Police, or designee. Parking and storing of vehicles and equipment may be charged an appropriate additional fee to be determined by the Village Manager.
14. The Applicant or designee must personally contact those residents and businesses affected by the filming schedule, in writing, no less than seven (7) days prior to filming. Residents and businesses must be provided an opportunity to ask questions to the film company about the impact of the production.
15. The Chief of Police and Village Manager, or designee have the power to immediately shut down filming if deemed in the interest of public interest or safety. Furthermore, the Village may also immediately revoke any permit upon discovery of false or misleading statements in the application or for violation of any terms of the permit.
16. Upon completion of the filming within the Village, the Applicant is responsible for restoring the area to its original condition.
17. The application may be approved conditionally with special conditions set by the Village Manager, Chief of Police, or designee.
18. Amendments to an approved permit must be approved separately and will be subject to an additional donation of \$500 to the Village Betterment Fund.
19. To receive a full refund, the Village must be given no less than 48 hours' notice to any cancellation of filming. If proper notice of cancellation is not received, the Applicant will not be refunded any portion of the permit cost.