

VILLAGE OF HASTINGS-ON-HUDSON FILM POLICY

1. A permit is required to film, videotape, video record, or televise 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. Late applications are accepted at the discretion of the Village Clerk, and may be subject to a double fee.
3. The Village reserves the right to deny any permit hereunder 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 or permittee(\$3,000,000 minimum) and proof of such coverage must be provided prior to filming.
5. The permittee shall execute an indemnification agreement holding the Village harmless and agreeing to indemnify the 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 filming 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 permit fee must be paid to the Village as follows:

All productions larger than a small production as defined below on public or private property \$5,000 per filming day

Small productions as defined below on public or private property \$1,500 per filming day

Small productions are productions which involve no more than:

- (1) one truck with a bed not to exceed 10 feet in length, 8,600 gross vehicle weight and 4 wheels parked in a location to be approved by the Chief of Police
- (2) no more than 2 passenger vehicles parked in a location to be approved by the Chief of Police;

- (3) no on-site generator;
- (4) no more than 15 cast and crew members

Non-profit/ Student filming: \$1,500 per filming day
(as per Item 1, non-profit and student films may be exempt from fees) at the discretion of the Village Manager

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 Permittee will be responsible for and will be billed separately for all costs associated with the Department of 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 Permittee 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 fee of \$500 to the Village.
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.