



INTENT TO FILM APPLICATION (PRIVATE PROPERTY)



Filming in the City of Villa Rica, Georgia

Thank you for your interest in filming in Villa Rica, Georgia! We welcome you and are excited that you have chosen our community.

In order to process your request in a timely manner and according to policy, please complete the Intent to Film application found herein and return it to the City of Villa Rica Film Office at 106 Temple Street, Villa Rica, Georgia 30180. Once the application is received, please allow up to 10 business days for processing and final approval.

Process for Applying for Filming Permit:

1. Submit completed Intent to Film Application to City of Villa Rica Film Office, 106 Temple Street, Villa Rica, Georgia 30180 with application fee.
2. Submit signed copy of private property "Location Agreement" to Film Office, for city records.
3. Final permit will be issued.

Requirements for Filming:

- Complete Intent to Film Application.
- Signed Location Agreement (between private property owner and production company.)

Film Production Permit Application

Application Fee: There is a non-refundable \$50 application fee.

Daily Location Fees: Note: Daily Location Fees are set by separate agreement with private property owners. Location Fees do not include those required to hire the site representative, or security.

Special Notes:

- 1) The City reserves the right to deny any Film Production Permit that is not within the best interest of the City, and its residents.
- 2) No Film Production Permit shall be issued more than once per quarter at any single residential location.
- 3) No Film Production Permit shall extend beyond 14 consecutive days in duration, unless previously requested, and approved by the City Manager.



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Production Information:

Project/Production Title: _____

Production Company: _____

Company Address: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____

Type of Project:

- Student
- Public Service/Not-for-Profit/Educational
- Advertisement/Commercial
- Independent Production
- Music Video
- Major Commercial Production
- TV Series
- TV Movie
- Documentary
- Other (please describe)

Description of Project:

Location(s) of Project: (Production company must provide a map of filming/shot locations. If there are additional locations, complete this form for each location.)

Prep/Filming/Strike Dates: (All three dates are required. Start and stop times are to be coordinated with the site representative. The Location Agreement will begin with the first day of Prep and go through the last day of Strike.)

Dates of Prep: _____

Dates of Filming: _____

Dates of Strike: _____

Production Elements: (Will any of the following elements/special effects/stunts be used?)

- Generators
- Special Lighting/Lighting Cranes
- Music Playback
- Smoke/Fire/Pyrotechnics
- Vehicles
- Aircraft/Drones
- Simulated Weapons Use
- Falling/Jumping from Height
- Animals
- Other (please describe)

Official Statement: (Please include an official statement regarding this project that can be released to the media, or other inquiries.)



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Agreements: (Please initial.)

- I confirm that I have read the content of this Intent to Film Application in its entirety and I agree to all information found within.
- I understand that there is a \$50 non-refundable Intent to Film Application fee and that acceptance of this application does not guarantee the issuance of Location Agreement.

Applicant's Printed Name: _____

Applicant's Signature: _____

Date: _____