

APPLICATION FOR FILMING

Office of the Borough Clerk - Borough of Franklin Lakes

480 DeKorte Drive
Franklin Lakes, NJ 07417
201-891-4000 x1200
boroughclerk@franklinlakes.org

Contact Person: _____

Telephone: _____ E-Mail: _____

Company Name: _____

Address: _____

Title of Project: _____

Type of Project:

- Non-Profit *No fee in addition to application fee*
- Motion Picture, Television Series, Commercial *\$3,000.00 per day plus application fee*
- All other filming *\$500 per day plus application fee*

Location of Filming (describe in detail): _____

Filming Date(s) Requested (Include setup and breakdown dates): _____

Hours of Filming: _____

Number of Persons in Cast & Crew: _____

Number of Vehicles: _____

Type of Vehicles (Including Size): _____

Explain Parking Plan for Vehicles Listed: _____

Special Equipment or Machinery to be used: _____

(continued on next page)

APPLICATION FOR FILMING, CONTINUED

- Will residents or businesses be affected by filming? Yes _____ No _____
(If "Yes", a copy of letter(s) to be sent to affected individual(s) and addresses of same must accompany application)
- Do you have a licensed electrician on staff? Yes _____ No _____
- Are existing power lines to be utilized? Yes _____ No _____
- Will traffic be affected as a result of filming? Yes _____ No _____
(If "Yes", an off-duty police officer is required.)
- Will you be filming on Borough property/in a Borough building? Yes _____ No _____
(If "Yes", a Facilities Use Permit Application must be completed. Additional fees and approval of the Mayor and Council shall be required.)
- Will you be filming on public lands? Yes _____ No _____
(If "Yes", a Certificate of Insurance, Hold Harmless, and \$500 Bond, and hiring of an off-duty Franklin Lakes Police Officer required.)
- Have you ever been convicted of a crime? Yes _____ No _____

I hereby apply for a permit and tender the application fee and filming fee and agree to be bound by all provisions of Chapter 250 of the Franklin Lakes Code.

Print Name of Applicant

Signature of Applicant

Date of Application

FOR INTERNAL USE ONLY – Departmental Approvals

Community Director

Facilities Use Application Received: _____ Payment Received: _____
Other Comments: _____

Community Director Signature

Date

Construction Official

Approved - The property owner's escrow account for professional services is not deficient and there are no open construction permits for the property.

Denied

The property owner's escrow account for professional services is deficient.

There are open construction permits for the property.

Construction Official Signature

Date

Tax Collector

Approved - No taxes or assessments for local improvements are delinquent on this property.

Denied - Taxes or assessments for local improvements are delinquent on this property.

Tax Collector Signature

Date

Police Chief

Off-Duty Police Officer Required: _____

Other Conditions: _____

Chief of Police Signature

Date

Borough Clerk

Application Fees:		FEE	AMOUNT
	Non-Profit	\$25	
	Permit Application 5 days prior to requested date(s)	\$200	
	Expedited Application less than 5 days prior to requested date(s)	\$400	
Daily Filming Fee:			
	Non-Profit	\$0	
	Motion Picture, Television Series, Commercial	\$3,000 per day	
	Number of Days including setup/breakdown:		
	All other filming	\$500 per day	
Public Lands:			
	Cash/Surety Bond	\$500	
	Certificate of Insurance Hold Harmless	TOTAL:	

Borough Clerk Signature

Date