

## CITY OF OAK HARBOR

### FILMING AGREEMENT

Film production is defined as: the making of feature films, documentaries television movies and series and commercial still photography shooting. The City of Oak Harbor is aware of the benefits to the community, both direct and indirect when film production takes place in the city. It encourages spending in our community for housing, food, rental equipment and building space, hiring of locals as extras, location fees and personal spending. It can create jobs for local citizens who are hired to work in the production office, act as production assistants, security, consultants, set builders and painters. Filming also provides marketing and exposure of our community and attracts tourists.

Film production can also be somewhat disruptive to the community and our merchants and may present public safety issues. During the busy summer season from Memorial Day to Labor Day, filming in the downtown area may be limited to Tuesday through Thursday so as not to disrupt tourism and business. To keep disruption to a minimum, the director may issue conditions pursuant to OHMC 5.51.040.

The permit application form provides information regarding crew size, locations to be used, shooting schedules and hours of shooting. Use of low-level aircraft or any special or dangerous effects must be fully detailed as to their use and nature. Following receipt of the permit application, a meeting will be held with the production company and the appropriate city departments to finalize logistic details. If production plans vary from the permit application, all changes require approval by the City. Unapproved changes to the production plans may result in revocation of the permit.

The finance department shall transmit copies of the application to the city administrator, director of public works, police chief, city engineer, building official and the fire chief for review.

The need for police services shall be determined by the City Chief of Police. Review of the permit application by the Fire Department may be necessary due to the scope of filming desired. Barricades are the responsibility of the production crew.

Insurance. A Certificate of Insurance, **naming the City of Oak Harbor as an additional insured**, in the amount of \$1,000,000.00 general liability, including bodily injury and property damage is required. The City of Oak Harbor, its corporate authorities, elected officials, officers, attorneys, employees and agents shall be made additional insured with respect to any and all claims which arise out of or are in any way related to the operations of the film production company while present in the City of Oak Harbor.

Hold Harmless Agreement. The permittee shall indemnify and hold harmless the city of Oak Harbor, its officers, elected officials, agents, employees and volunteers from and against any and all claims, actions, suits, proceedings, costs, expenses (including

attorney's fees), damages and liabilities claimed by any person, organization, association or otherwise arising from or relating to any act or omission of the permittee, its agents, contractors or employees under this agreement. The permittee further waives, with respect to the city of Oak Harbor only, its immunity under RCW Title [51](#), Industrial Insurance. The indemnification provided for in this permit shall survive any termination or expiration of this agreement. Failure of the permittee to comply with the terms of the city of Oak Harbor's permit as described may result in revocation of the permit.

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Name of Project: \_\_\_\_\_

Production Company Name: \_\_\_\_\_

Authorized Agent: \_\_\_\_\_

I have read, understand and agree to abide by the terms and conditions of this agreement and the permit to film in the City of Oak Harbor.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Authorized Agent)

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(City of Oak Harbor)

**Proposed Filming Location:**

In order that we may gauge the impact of this production, please use the space below to describe the location you propose to use. Draw a simple diagram labeling streets, cross streets and/or alleys to be used. Indicate ALL streets/walks subject to closure or traffic/pedestrian control. (Please copy form and use one per each location)

Location:

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Date(s): \_\_\_\_\_ Time(s): \_\_\_\_\_

Map:

**Parking:**

Describe proposed staging area including catering and equipment placement. Include all public parking areas to be occupied by production vehicles.

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