

City of Perry

1211 Washington Street
P.O. Box 2030
Perry, Georgia 31069



478-988-2757
Telephone

www.perry-ga.gov

478-988-2705
Facsimile

FILMING PERMIT PROCEDURES

The City of Perry fully supports the entertainment and film industry and welcomes you to our community. In order to best serve your needs and the needs of our citizens the City requires that the following procedures be followed:¹

I. Documentation required to be submitted to the City of Perry Economic Development Department:

- a. A completed Film Permit Application (attached).
- b. A map and site plan showing layout of parking, filming and staging sites, and all other sites that may be impacted by your operations.
 1. Maps may be provided upon request. You may also utilize the Houston County Tax Assessor website (linked below) that provides detailed street and parcel maps.

www.qpublic.net/ga/houston/search.html
 2. Parking shall be in accordance with the requirements found below in Section III.
- c. Documentation of applicable insurance coverage with the City of Perry also being listed as insured and held completely harmless for any and all activities associated with your operations.

II. Security and traffic control:

- a. Appropriate security measures must be put in place for any and all filming or filming related activities. All activities are undertaken at the risk of the production company or affiliate.
- b. Traffic can be controlled by police or certified flaggers only. If using a City of Perry Police Officer, the officer shall be compensated in accordance with the policies set forth by the City of Perry Police Department.

III. Parking of necessary vehicles:

- a. Vehicles can be parked on one side of the street only.
- b. Vehicles cannot block driveways, roads, bikelanes or alleys.
- c. Vehicles shall point in the same direction as the flow of traffic.
- d. Vehicles cannot be parked within 30 feet of a stop sign or intersection.

¹ Applicable to public properties, streets, and rights-of-way only.

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- e. At all times, vehicles must be parked as to allow the passage of emergency vehicles.
- f. All parking shall be shown on the map submitted with the Film Permit Application.

IV. *Street closings:*

- a. All street closings must have approval of the City of Perry Economic Development Department and requests must be submitted at least (2) days in advance or proposed closure.

V. *Hours:*

- a. Filming may only take place during times approved by the City of Perry Economic Development Department as outlined in the Filming Permit Application. This time frame includes set up, filming, and breakdown.

VI. *Use of public property other than streets:*

- a. The use of public property other than streets requires the approval of Mayor and Council.
- b. Requests to utilize public property shall be submitted to Mayor and Council prior to regularly scheduled council meetings which are held on the first and third Tuesday of each month.
- c. Documentation of applicable insurance coverage with the City of Perry also being listed as insured and held completely harmless for any and all activities associated with your operations.
- d. The costs associated with utilizing any public property other than streets will be determined on a case-by-case basis. The final cost will be based on the scope and duration of use and extent of displacement. Utility costs will also be factored into total costs.

VII. *Procedures to follow when plans change:*

- a. The City of Perry Economic Development Department will be notified of the proposed change. This notification shall include the scope of the change and the duration of the change and no proposed changes shall take place until approved by the City.
- b. The City may issue additional requirements to accommodate the proposed change.

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VIII. Accommodations of citizenry:

- a. All necessary steps shall be taken to work with Perry residents, visitors, and businesses in addressing concerns and issues associated with your operations.

IX. Deference to Mayor and Council:

- a. Mayor and Council shall have the authority and the ultimate responsibility to decide whether entertainment / filming activities can and will take place in the City of Perry.
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I have read and understand the Filming Permit Procedures outlined above by the City of Perry. I recognize that violation of these procedures can result in fines and/or the forfeiture of any filming permit.

Signature

Date

Title & Company

For more information please contact Robert Smith, Economic Development Director with the City of Perry at:

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<http://www.perry-ga.gov/>