A Flagstaff Film and Media Permit allows a production to film within city-owned properties, parks and public right-of-ways within the defined boundaries of the City of Flagstaff. Film and media permits are issued for commercial photography, filming and associated sound recording to ensure the safety of the public, protection of resources, to prevent significant disruption of normal use, or when they involve props, models, professional crews and casts or set dressings. Although a Film and Media Permit is required for filming in Flagstaff, productions must obtain the proper permissions from private land and business owners when filming is to occur on non city-owned land/property. Should you need to film in another jurisdiction besides Flagstaff, you will need to obtain the appropriate permit for that particular agency.

Generally, film permits are not required for:
- Visitors using cameras and/or recording devices for their own personal use.
- Sound technicians and film or video news crews; however news crews for entertainment or scheduled purposes will require a permit.

To apply for a permit, please complete the Flagstaff Film and Media Permit Application and submit it to the Flagstaff Film Office. You are encouraged to attach a detailed project description to assist staff in evaluating your request.

Flagstaff Film Office
Contact: Ryan Randazzo
Phone: 928-213-2915
Email: ryan.randazzo@flagstaffaz.gov

Contact Information
Production Company: 
Project Name: 
Production Contact: Title:
Phone: Email: 
Address: City: State: Zip: 
Tax ID #:

Production Information
Producer: Director: 
Location Manager: Additional Rep/Title: 
Type of Production:
- Feature Film
- Feature 2nd Unit
- Ind. Feature
- Music Video
- TV Series
- TV Movie
- TV Special
- Documentary
- Commercial
- Corporate Video
- Reality
- Educational
- Still, Advertising
- Still, Editorial
- Student Project
- Other
# Location Schedule

Each location must have an individual entry (attach additional pages as necessary)

<table>
<thead>
<tr>
<th>Date(s)</th>
<th>Location</th>
<th>Start Time</th>
<th>End Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Base Camp Location: ___________________________________________________________________________________

Detailed Description of Onsite Activities (attach additional pages as necessary)

________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________

Night work:  
Yes  No  
If yes, explain: _____________________________________________________________________________________________________________________________________________

Roadway / Alley Use:  
None  Drive shots with no Closure  Intermittent closure needed  Full street closure No other traffic  
Description: _____________________________________________________________________________________________________________________________________________

Traffic Control Plan may be required

Other:  
Stunts  Weapons on set  Aerial/Drone  Livestock/Animals  
Pyrotechnics  Sound/Amplification  
Description: _____________________________________________________________________________________________________________________________________________

---

## Operational Information:

Total # Cast/Crew: __________  
# of Cars/Light trucks/SUV's: __________  
# large vehicles/RV's: __________  
Involvement of Minors:  
Yes  No  
If yes, number: __________  Age Range: __________  

Cameras:  
Hand  Tripod  Dolly  Dolly w/ Track  
Crane/Jib arm  Portable Crane  Car Mount  Camera Car  

Electrical Requirements:

Lighting:  
Yes  Reflector Only  None  
If yes, explain: _____________________________________________________________________________________________________________________________________________

Generator:  
Yes  No  
Quantity: __________  Size: __________  

Additional permit may be required for generator
Craft Service:  □ Yes  □ No

Affidavit

I hereby state that the above information provided is complete and accurate; no false or misleading information has been given. All schedules and requests are reliable to the best of my knowledge and I have full authority to represent the applicant/production company and project described herein.

The applicant agrees to defend, indemnify, and hold harmless the City of Flagstaff, its agents, representatives, officials, and employees, from and against any and all claims, damages, losses, and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or alleged to have resulted from the acts, errors, mistakes, or omissions of the applicant, its agents, employees, contractors, subcontractors, customers, cast, crews, guests or other persons doing business with the applicant, in connection with the production described in this application, provided that such claims, damages, losses and expenses are attributable to bodily injury to or destruction of property.

I have read and understand all of the attached policies and will abide by all policies, rules, regulations, and conditions of use as written. I understand that the Film and Media permit is not transferable to any other individual or group.

Signature: ____________________________  Title: ____________________________  Date: ________________

Company: ________________________________

Note: This is an application only and does not serve as permission to conduct special filming activities within the City. The information provided will be used to determine whether filming will be permitted. If your request is approved, a signed copy of the application containing any applicable terms and conditions will be sent to the person designated on the application.

Revised January 11, 2024