Port District Use Only

Name of Shoot _____

Start Date _____ Time _____

End Date _____ Time _____

Contact _____

Ventura Harbor Film & Photography Permit Application

Application Requirements

Special Activities on the Lands of the Ventura Port District Require Compliance with these Conditions

- **Additional permits** may be required from the City of Ventura. District staff will assist to identify needed permits; ***however, it is the Production Company's responsibility to obtain all necessary permits.***
- **The Special Event Permit recipient shall fully protect, indemnify, and hold harmless the Ventura Port District** from and against each and every claim, demand, or loss by the recipient of the Special Event Permit, or by third parties on account of personal injury or death, or on account of property damage that may result while on property owned by the Ventura Port District. **See Insurance requirements and information on page 3.**
- Foot traffic over Ventura Port District property will be controlled to prohibit damage to plants, irrigation, structures, sand dunes, electrical equipment and any other property, including tenants, of the Ventura Port District.
- **Alcohol is not permitted** unless prior approval has been obtained from the Ventura Port District and any other lead agencies.
- **A refundable $250.00 deposit is required**. Space will be reviewed to ensure the area has been restored to original status with *no damage, temporary signage or trash remaining.* Refund will be sent *per approval* within 30 days. *The deposit is nonrefundable if the event exceeds authorized time limits or is cancelled within 14 days of the event date*.
- **A Lifeguard must be on duty for all water action:** A lifeguard must be on site for all filming action on/near the water. Ventura Harbor ***does not*** provide lifeguards for film events.
- **Weekend filming Availability** – check for dates and beaches

1. Film/Photography Fees

Permit	◯ $75 non-refundable application fee due with Application. Additional charges for Harbor/Port services provided.	
Late Filing Fee	◯ *$175 late filing fee for permits submitted less than 30 working days prior to filming	
Land Use/Parking	◯ Launch Ramp use	$250 6 hours
	◯ Harbor Village Balcony	$350 5 hours
	◯ 19-A Parking Lot - $250 up to 50 spaces	$250
	◯ Village Courtyard / Promenade Common Space	$600
	◯ Surfer's Knoll Beach, 1560 Spinnaker Dr. all day	$600
	◯ Surfer's Knoll Beach Parking Lot	$10/Space
	◯ Harbor Cove Beach, 1960 Spinnaker Dr. (time pending approval)	$600
	◯ Harbor Cove Parking Lot	$10/Space
	◯ Ventura Harbor Village Parking Lot – limited availability	$10/Space
	◯ Dock Space	$600
	◯ Anchors Way Parking Lot	$10/Space
	◯ Overflow Dirt Mermaid Lot (End of Spinnaker Drive)	$150
Personnel	◯ Harbor Patrol Officer (4 Hour Minimum)	$75/Hour
	◯ Harbor Patrol Boat with 2 Officers $175/hr (4 Hour Minimum)	$700

** Credit card purchases are subject to 3.5% service fee

2. Type of Production

☐ Feature Film ☐ Commercial ☐ Short ☐ Music Video

☐ PSA ☐ Still Photography ☐ TV Series ☐ Other _____

3. Project Information

Production Title:

Production Company:

Production Supervisor:

Address: City State Zip

Email: Mobile Number: Telephone:

Location Manager:

Address: City State Zip

Email: Mobile Number: Telephone:

Site Contact:

Email: Mobile Number:

4. Film/Photography Description - Basic Overview:

5. Location Information – Add a page for each LOCATION

Film/Photography Harbor Location/Address:

☐ Beach ☐ Public Right-Of Way ☐ City Streets within Harbor

☐ Business (name) (separate permission required)

Prep Date: From: ☐ am / ☐ pm To: ☐ am / ☐ pm

Filming Date: From: ☐ am / ☐ pm To: ☐ am / ☐ pm

Filming Date: From: ☐ am / ☐ pm To: ☐ am / ☐ pm

Briefly describe action at this location:

6. Film Action - Check All That Apply For This Film Location:

☐ Cranes	☐ Pedestrian Access Control	☐ Running Shots
☐ Drive Up/Away	☐ Lane Closure	☐ Simulated Gunfire
☐ Drive with Flow of Traffic	☐ Lighting Kites	☐ Stunts
☐ Equipment in curb lane	☐ Lighting Truck	☐ Traffic Control (Police Services)
☐ Equipment on sidewalk	☐ Oversized Equipment	☐ Tow Shots

☐ Other

7. Crew, Talent & Vehicles: Please indicate the total number for this film/photography location

Crew: Talent: Extras: Cars: Trucks: Motorhome(s): Catering

Parking lot or open space to be designated by Harbor. If none available, alternate parking will be arranged.

8. Drone Operation: Will Drones be used for this production? ☐ Yes ☐ No

Location: Date: From: ☐ am / ☐ pm To: ☐ am / ☐ pm

Location: Date: From: ☐ am / ☐ pm To: ☐ am / ☐ pm

COPIES OF ALL PERMITS MUST BE PROVIDED PRIOR TO DRONE OPERATON

9. Will this film/photography location require Launch Ramp Parking? ☐ Yes ☐ No

Location:_____ Date:_____ From:_____ ☐ am / ☐ pm To:_____ ☐ am / ☐ pm
Location:_____ Date:_____ From:_____ ☐ am / ☐ pm To:_____ ☐ am / ☐ pm

10. Generator: Will a generator be used at this film/photography location? ☐ No ☐ Yes
Type of Generator:_____ Generator location:_____
Date:_____ From:_____ ☐ am / ☐ pm To:_____ ☐ am / ☐ pm

11. Will pyrotechnics be used at any location? ☐ No ☐ Yes If yes give location & explain:

Pyrotechnician's Name:_____ License #:_____ Telephone:_____

12. Will hazardous materials be used at any location? ☐ No ☐ Yes If yes give location & explain

13. Will simulated weapons be used at any location? ☐ No ☐ Yes If yes, give location & explain

14. Notes, Special Conditions, or Requests: _____

15. Insurance Requirements:

☐ Yes, we have insurance & will submit the required documents with Ventura Port District/Ventura Harbor Village Indemnification.

If your event includes multiple vendors, you must cover the vendors under an umbrella policy or each vendor must provide insurance listing the Ventura Port District, its officials, employees, volunteers as additionally insured.

Permittee shall supply proof of public liability insurance from an insurance company licensed to do business in the state of California and having a financial rating in Best's Insurance Guide of not less than AA VII. Such insurance shall provide "occurrence" coverage against liabilities for death, personal injury or property damage arising out of or connected with the event. Insurance shall be in the minimum amount of $1,000,000 combined single limit.

A copy of the policy OR a **certificate of insurance along with an endorsement page** shall be filed with the Ventura Port District a minimum of fourteen (14) business days prior to scheduled event. The Certificate of Liability must include the following language in the Certificate Holder box:

Ventura Port District
1603 Anchors Way Drive
Ventura, CA 93001

The Endorsement page MUST state that the insurance is Primary and Noncontributing with respect to any other insurance available to Ventura Port District and shall include a severability of interest (cross-liability) clause. It is important to note that insurance, including Additional Insured Endorsements are required for the event host and all vendors participating in the proposed event. The additionally insured endorsement page must also include the following language in the "schedule" section:

Ventura Port District, its officials, volunteers, employees
1603 Anchors Way Drive
Ventura, CA 93001

Permittee indemnifies, will defend (at Port District's request and with counsel satisfactory to the Port District), and holds the Port District harmless from and against any claim, action, damages, costs (including without limitations, attorney's fees), injuries, or liability, arising out of Permittee's acts, errors or omissions, negligence, or wrongful conduct (regardless of the Port District's passive negligence, if any) in connection with this Permit. For purposes of this section Port District includes the Port District officers, officials, employees, agents, representatives, and volunteers.

In the event the Port District determines that it is necessary to take legal action to enforce any of the provisions of these conditions, and such legal action is taken, the applicant shall be required to pay any and all costs of such legal action, including reasonable attorney's fees, incurred by the Port District, even if the mater is not prosecuted to a final judgment or is amicably resolved, unless the Port District should otherwise agree with applicant to waive said fees or any part thereof. The foregoing shall not apply if the Permittee prevails on every issue in the enforcement proceeding.

16. Payments, Cancellations, & Refunds: Pursuant to the Port District, all estimated fees for labor, supervision, overhead, administration, and use of any and all Port equipment, and/or supplies shall be paid by the Permittee prior to filming. Any additional or unanticipated services and subsequent expenses incurred by the Permittee shall be paid by the Permittee within (30) days of receipt of an invoice submitted by the Port District.

A 24-hour notice of cancellation is required to receive a full refund of film permit fees, excluding application and reservation fees. If said cancellation is less than 24-hours from date and time of the film event, Permittee is liable for all estimated fees as outlined in the film permit.

I (please print), _____, the below signed, do hereby certify that all information supplied here is true and correct to the best of my knowledge and belief, that I have read and understand the agreements, rules and regulations governing the proposed activity on this application, and that this application is made subject to the terms and conditions established by the Ventura Port District, the Harbor Master or his/her designee.

** Credit card purchases are subject to 3.5% service fee

Print Name of Authorized Representative

Signature of Authorized Representative

Date

17. Ventura Harbor and Ventura Port District Contact Information (Please submit application to):

Marketing Film Liaisons for Ventura Harbor Village / Docks / Ventura Harbor Beaches
Marketing Dept
1603 Anchors Way Drive
Ventura, CA 930001
Email: marketing@venturaharbor.com / jtaltlundin@venturaharbor.com
Phone: (805) 477-0470

Print Name of Authorized Representative

Signature of Authorized Representative

Date