

Bureau of Land Management Film Permit Checklist

I. Background Information

- A. Film permits are issued under the authority of Section 302(b) of the Federal Land Policy and Management Act of October 21, 1976 (43 U.S.C. 1732) and the regulations in 43 CFR 2920. Information concerning the process is located on our National Bureau of Land Management (BLM) Web site, <<http://www.blm.gov/nhp/what/commercial/filming/index.html>>
- B. The film permit authorizes a short-term commercial activity at market value.
- C. Applications for permits must be analyzed through the National Environmental Policy Act process. Resource values which must be considered include:
 - 1. Archaeology (Clearance may be necessary, proponents may need to contract for archaeological surveys to meet established deadlines.)
 - 2. Wildlife
 - 3. Recreation Areas
 - 4. Range
 - 5. Wilderness (Wilderness Study Area requires an additional 30-day period)
 - 6. Watershed
- D. Applications for projects that meet minimum impact criteria are generally processed within 5 days of the filing of a **complete** application. Projects that do not meet minimum impact criteria require a 30-day appeal period, and are generally processed in 60-90 days.

II. Application Checklist

- A. Completed Land Use Application and Permit, Form 2920-1 (enclosed) with the information presented on the sample application form.
- B. Description of Filming Activities by Location Form (enclosed) with **legal descriptions and maps** of desired filming locations and description of proposed activity at each site.
- C. Certificate of Insurance in the minimum amount of \$500,000 naming the "U.S. Government" as additional insured.
- D. A performance bond (minimum \$10,000) is required for all set constructions, explosions, and situations where satisfactory reclamation must be assured.
- E. For large scale projects, the company may be required to hire a BLM-approved film monitor.

III. Fees

- A. A fair market value user fee/rent for filming/set-up on BLM, Oregon/Washington (Instruction Memorandum (IM) OR-2003-071 with updates), public land is based on the schedule below and is **payable in advance** of the permit authorization:
 - 1. Commercial Moving Photography (Movies/Television/Commercials/Documentaries, etc.)
 - a. 1 to 3 people.....\$ 95.00/day
 - b. 4 to 10 people.....\$204.00/day
 - c. 11 to 30 people.....\$272.00/day
 - d. 31 to 60 people.....\$682.00/day
 - d. 61 or more.....\$818.00/day
 - 2. Commercial Still Photography (Advertisements/Promotional)
 - a. 1 to 3 people.....\$ 95.00/day
 - b. 4 to 15 people.....\$204.00/day
 - c. 16 or more.....\$340.00/day
- B. Cost Reimbursement Fees to reimburse the government for costs of processing the application and for monitoring the activity. Processing and monitoring fees will be assessed using separate categories. If the total rent is less than \$250, no cost reimbursement fees will be charged. This one-time fee is **payable at the time of application:**
 - 1. Category I 1 to 7 BLM work hours \$ 107
 - 2. Category II 8 to 23 BLM work hours \$ 379
 - 3. Category III 24 to 35 BLM work hours \$ 712
 - 4. Category IV 36 to 49 BLM work hours \$ 1,021
 - 5. Category V Master Agreement as agreed
 - 6. Category VI 50 + BLM work hours full reimbursement for actual costs

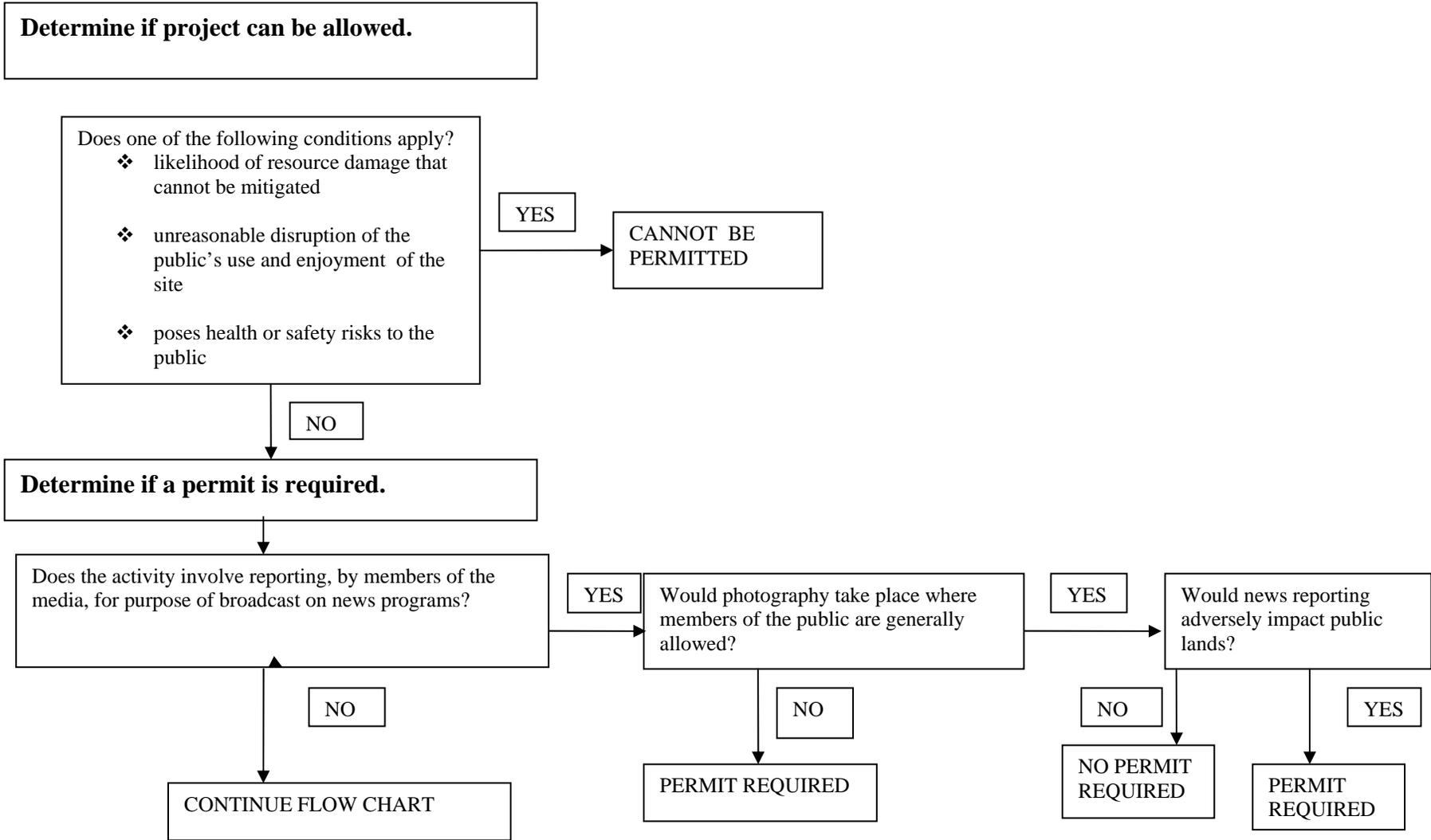
IV. Filing Office Information

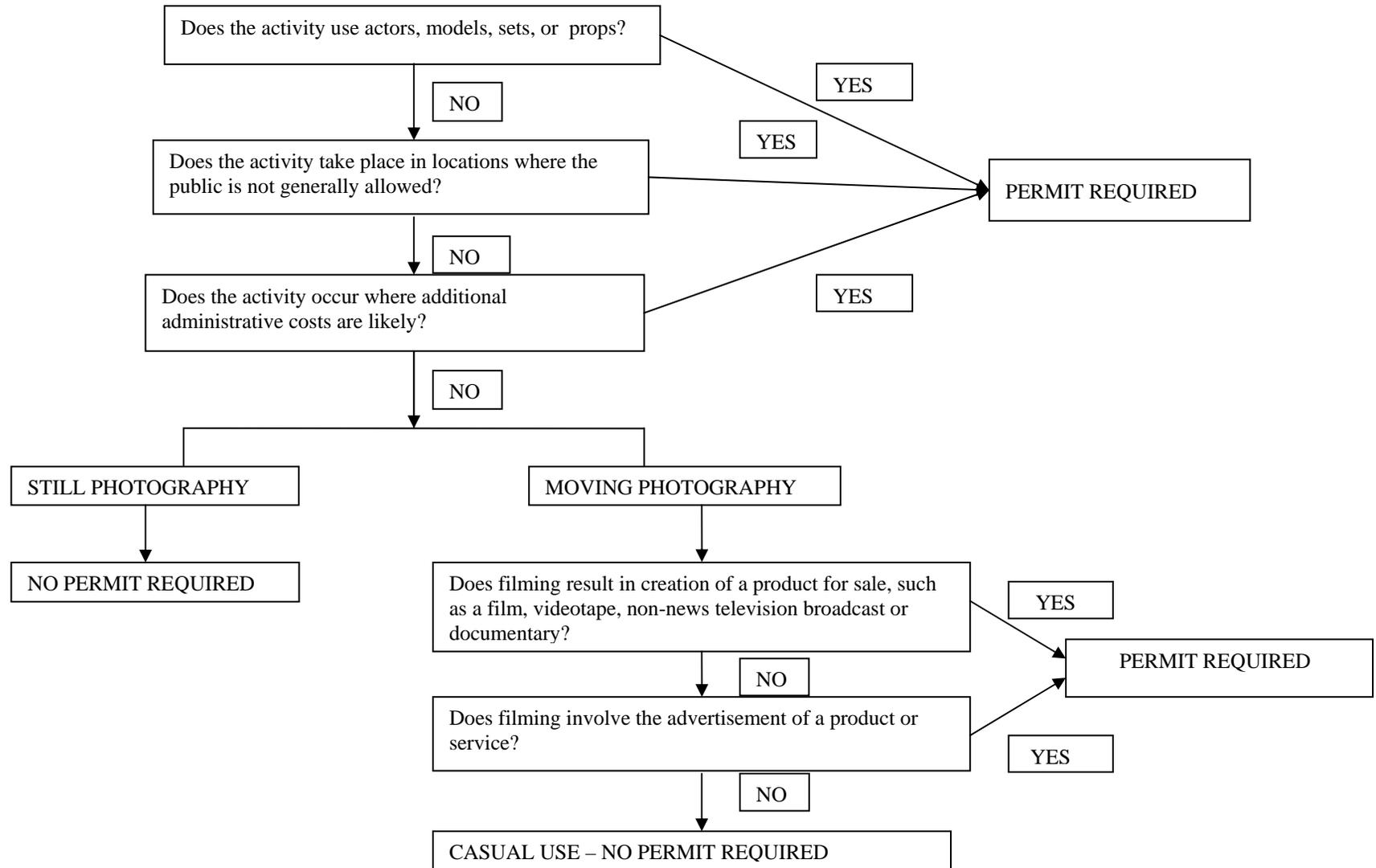
- A. Please make checks payable to: Department of the Interior, Bureau of Land Management, Burns District Office, 28910 Hwy 20 West, Hines, Oregon 97738, Phone: (541) 573-4400 and Fax: (541) 573-4411

V. Enclosures

- A. Land Use Application and Permit, Form 2920-1
- B. Sample Land Use Application and Permit, Form 2920-1
- C. Description of Filming Activities by Location Form, attach legal description(s) and map(s)

FILM PERMIT FLOW CHART (BASED ON P.L. 106-206)





UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
LAND USE APPLICATION AND PERMIT
(Sec. 302(b) of P.L. 94-579, October 21, 1976, 43 U.S.C. 1732)

FORM APPROVED
OMB NO. 1004-0009
Expires: October 31, 2004

FOR BLM USE ONLY

Application Number

APPLICATION

1. Name <i>(first, middle initial, and last)</i>	Address <i>(include zip code)</i>	Phone <i>(include area code)</i>
--	-----------------------------------	----------------------------------

2. Attach map or sketch showing public lands for which you are applying

3. Proposed date(s) of use: from _____ to _____

4. Give legal basis for holding interest in lands in the State of _____
(Check appropriate box at right and explain.)

<input type="checkbox"/> Resident	<input type="checkbox"/> Partnership
<input type="checkbox"/> Corporation	<input type="checkbox"/> County
<input type="checkbox"/> Local Government	<input type="checkbox"/> State Government
<input type="checkbox"/> Other	

5. Are the lands now improved, occupied, or used? Yes No *(If "yes," describe improvements and purposes, identify users and occupants.)*

6. Do you need access to the land? Yes No *(Describe needed or existing access)*

7a. What do you propose to use the lands for?

b. What improvements and/or land development do you propose? *(To complete application processing, engineering and construction drawings may be required)*

c. What is the estimated capital cost? \$ _____	d. What is the source of water for the proposed use?
--	--

I CERTIFY That the information given by me in this application is true, complete, and correct to the best of my knowledge and belief and is given in good faith.

(Signature of Applicant) _____ (Date)

Title 18 U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

(Continued on reverse)

PERMIT

Permission is hereby granted to of to use the following-described lands:	Permit Number
--	---------------

TOWNSHIP	RANGE	SECTION	SUBDIVISION
----------	-------	---------	-------------

Meridian	State	County	Acres (number)
----------	-------	--------	----------------

for the purpose of

and subject to the following conditions:

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. This permit is issued for the period specified below. It is revocable at the discretion of the authorized officer of the Bureau of Land Management, at any time upon notice. This permit is subject to valid adverse claims heretofore or hereafter acquired. 2. This permit is subject to all applicable provisions of the regulations (43 CFR 2920) which are made a part hereof. 3. This permit may not be assigned without prior approval of the authorized officer of the Bureau of Land Management, 4. Permittee shall not enclose roads or trails commonly in public use. 5. Authorized representatives of the Department of the Interior, other Federal agencies, and State and local law officials shall at all times have the right to enter the premises on official business. 6. Permittee shall pay the United States for any damage to its property resulting from the use. 7. Permittee shall notify the authorized officer of address change immediately. 8. Permittee shall observe all Federal, State, and local laws and regulations applicable to the premises and to erection or maintenance of signs or advertising displays including the regulations for the protection of game birds and game animals, and shall keep the premises in a neat, orderly, and sanitary condition. 9. Permittee shall pay the authorized officer, in advance, the lump sum | <p>of \$ _____ for the period of use authorized by this permit or \$ _____, annually, as rental or such other sum as may be required if a rental adjustment is made.</p> <ol style="list-style-type: none"> 10. Use or occupancy of land under this permit shall commence within _____ months from date hereof and shall be exercised at least _____ days each year. 11. Permittee shall take all reasonable precautions to prevent and suppress forest, brush, and grass fires and prevent pollution of waters on or in the vicinity of the lands. 12. Permittee shall not cut any timber on the lands or remove other resources from the land without prior written permission from the authorized officer. Such permission may be conditioned by a requirement to pay fair market value for the timber or other resources. 13. Permittee agrees to have the serial number of this permit marked or painted on each advertising display or other facility erected or maintained under the authority of such permit. 14. This permit is subject to the provisions of Executive Order No. 11246 of September 24, 1965, as amended, which sets forth the Equal Opportunity clauses. A copy of this order may be obtained from the signing officer. 15. Permittee acknowledges, by signing below, that he/she knows, understands and accepts the terms and conditions under which this permit is issued. |
|--|--|
16. Special conditions (*attach additional sheets, if necessary*)

Permit issued for period

From _____

TO _____

(Permittee)

(Authorized Officer)

(Title) (Date)

INSTRUCtiONS

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Submit, in <i>duplicate</i>, to any local office of the Bureau of Land Management having jurisdiction of the lands. 2. Applications for Land Use Permits will not be accepted unless a notification of the availability of the land for non-BLM use (<i>Notice of Realty Action</i>) has been published in the Federal Register and for 3 weeks thereafter in a newspaper of general circulation. This provision does not apply in those situations where the publication of | <p>a (<i>Notice of Realty Action</i>) has been waived by the authorized officer.</p> <ol style="list-style-type: none"> 3. If the annual rental exceeds \$250 dollars per year; costs of processing the application <i>must</i> be paid by the applicant in advance. 4. The authorized officer may require additional information to process an application. Processing will be deferred until the required information is furnished by the applicant. |
|--|--|

The Paperwork Reduction Act of 1980 (44 U.S.C. 3501 et seq.) requires us to inform you that: Information is needed to process application for land use authorizations, pursuant to 43 CFR Section 2920. Information shows if the applicant and proposed use meet the requirements of 43 CFR Section 2920. 1. Applicant *must* respond before he/she can be granted an authorization to use public lands.

NOTICE

The Privacy Act of 1974 and the regulation in 43 CFR 2.48(d) provide that you be furnished the following information in connection with information required by this application for a Land Use Permit.

AUTHORITY: 43 U.S.C. 1201; 43 CFR Part 2920

PRINCIPAL PURPOSE: The information is to be used to process your application.

ROUTINE USES: (1) The adjudication of the applicant's request for a Land Use Permit. (2) Documentation for public information. (3) Transfer to appropriate Federal agencies when concurrence is required prior to granting a right in public lands or resources. (4)(5) Information from the record and/or the record will be transferred to appropriate Federal, State, local or foreign agencies, when relevant to civil, criminal or regulatory investigations or prosecutions.

EFFECT OF NOT PROVIDING INFORMATION: Disclosure of the information is voluntary. If all the information is not provided, the application may be rejected.

BLM would like you to know that you do not have to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number.

BURDEN HOURS STATEMENT

Public reporting burden for this form is estimated to average 9 hours, 45 minutes per response, including the time for reviewing instructions, gathering and maintaining data, and completing and reviewing the form. Direct comments regarding the burden estimate or any other aspect of this form to U.S. Department of the Interior Bureau of Land Management, (1004-0009) Bureau Clearance Officer, (WO-630), 1849 C Street, N.W., Washington, D.C. 20240.

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

FORM APPROVED
OMB NO. 1004-0009
Expires: August 31, 1995

FOR BLM USE ONLY

LAND USE APPLICATION AND PERMIT

Sec. 302(b) of P.L. 94-579, October 21, 1976, 43 U.S.C. 1732

Application Number

APPLICATION

1. Name (first, middle initial, and last) Company Name	Address (include zip code) Company Address (include local address) (if available)	Phone (include area code) Company Phone (local phone if available)
--	---	--

2. Attach map or sketch showing public lands for which you are applying and legal description

3. Proposed date(s) of use: from # of filming days on BLM locations to _____

4. Give legal basis for holding interest in lands in the state of N/A
(Check appropriate box and explain.)

<input type="checkbox"/> Resident	<input type="checkbox"/> Partnership
<input type="checkbox"/> Corporation	<input type="checkbox"/> County
<input type="checkbox"/> Local Government	<input type="checkbox"/> State Government
<input type="checkbox"/> Other	

5. Are the lands now improved, occupied, or used? Yes No (If "yes," describe improvements and purposes, identify users and occupants.)

6. Do you need access to the land? Yes No (Describe needed or existing access)

Access by public road

7a. What do you propose to use the lands for?

1. **filming commercial, motion picture, still photography, etc...**
2. **product endorsed.**
3. **description of proposed activities in each location (form provided).**
4. **statement that all vehicles will remain on existing roads and turnouts.**

b. What improvements and/or land development do you propose? (To complete application processing, engineering and construction drawings may be required.)

N/A unless there will be set construction

c. What is the estimated capital cost? \$ <u>N/A</u>	d. What is the source of water for the proposed use? <u>N/A</u>
---	--

I CERTIFY That the information given by me in this application is true, complete, and correct to the best of my knowledge and belief and is given in good faith.

X Sign

(Signature of Applicant)

X DATE

(Date)

Description of Filming Activities by Location Form

Name of Company _____ Serial Number: _____

Name of Location (**attach legal description and map**): _____

Staging area(s) requested for filming on this location: _____

Description of Proposed Filming Activities (**PLEASE PROVIDE INFORMATION FOR ALL LOCATIONS THAT APPLY**)

A. Cast and Crew

Number of cast and crew (including local crews): _____
 Director=s Name/Phone: _____
 Producer=s Name/Phone: _____
 1st Assistant Director/Phone: _____
 Location Manager/Phone: _____
 Local Monitor/Phone: _____
 2nd Unit: _____ YES _____ NO Local Monitor for 2nd Unit/Phone: _____

B. Vehicles

Camera cube and size:	Grip truck and size:	Prop truck and size:
Picture car transport and size:	Number of picture cars:	Production cube and size:
Motorhome(s):	Crew transport vehicles:	Caterer vehicles:
ATVs or mules:	Livestock truck and size:	Other:
Total number of vehicles:		

C. Duration

Number of set-up days:	Number of filming days:	Number of clean-up days:
------------------------	-------------------------	--------------------------

D. Camera Mount (check those that apply)

Hand:	Tripod:	Dolly:	Dolly track footage:	Crane or jib arm:
Arm footage:	Portable crane:	Car mount:	Camera car, shot maker, or process trailer:	Helicopter:

E. Information for HELICOPTER USE only

List the locations of base staging for each filming area:

List the locations of landing zones (**LZs**)

F. Information for locations where RIGGING is required:

For "over the edge" rigging, describe in detail **WHAT, WHOM, and HOW** suspension over the edge is proposed:

Drilled bolt anchors or natural anchors? _____ Number of prep days required? _____

G. Information for use of LIVESTOCK AND/OR TRAINED ANIMALS:

Number and types of animals: _____ Manner of transportation: _____

Special staging/corralling need on BLM land: _____

H. Information on PROPS/SET CONSTRUCTION/SPECIAL EFFECTS (attach detailed description)