



United States Department of the Interior



BUREAU OF LAND MANAGEMENT
El Centro Field Office
1661 S. 4th Street
El Centro, CA 92243
www.ca.blm.gov/elcentro

FILMING ON PUBLIC LANDS

Dear Filming Industry Customer:

Enclosed is information to assist you in obtaining a permit to film/photograph on public lands within the Bureau of Land Management (BLM) California Desert Conservation Area, and more specifically, the Imperial Sand Dunes Recreation Area. The following pages provide information on:

1. POPULAR FILMING LOCATIONS AND OFFICE CONTACTS
2. FEES
3. PERMITTING PROCESS
4. FILMING STIPULATIONS

GENERAL INFORMATION

Five Field Offices in the California Desert District authorize filming on public lands within their jurisdiction. Each location is unique and is subject to different conditions.

Some offices have agreements with local film commissions, who act in a liaison capacity to expedite permitting. Permitting for most locations in the Ridgecrest Field Office is done through the Ridgecrest Film Commission. We encourage applicants to apply through local film commission offices when possible.

Call the Imperial County Film Commission at 1-800-FILM-HERE (345-6437) for goods and services available within the Imperial Valley.

The Imperial Sand Dunes Recreation Area is probably the most intensely used off-road vehicle recreation area in Southern California, heavily used on weekends and holidays throughout the cooler months. **In order to minimize conflicts and associated liabilities in this area, we ask that you schedule your activities for *weekdays only*, during the high use season (October 1st – April 15th).**

**** NO FILM PERMITS WILL BE ISSUED DURING THANKSGIVING WEEK.**

**** ABSOLUTELY NO COMMERCIAL FILMING ACTIVITIES ARE ALLOWED WITHIN THE NORTH ALGODONES DUNES WILDERNESS AREA, NORTH OF HIGHWAY 78.**

Application processing time depends on the location and type of production. Before filming/photography permits can be approved, possible environmental impacts must be analyzed.

We have completed a programmatic environmental assessment for the Imperial Sand Dunes Recreation Area to expedite the approval of productions which have only minimal impacts. Although some permits may be approved in a shorter time period, you should allow a minimum of *seven (7) business days* for approval of permits with minimal impacts within the Imperial Sand Dunes Recreation Area.

Approval of permits outside of the Imperial Sand Dunes Recreation Area or involving more than minimal impacts will probably take a *minimum of 15-60 days*. We will review proposed productions to determine the level of impact. Generally, if the filming/photography involves major set construction, explosives, significant pyrotechnics, or is in a sensitive area, processing cannot be expedited.

For both types of permits, your cooperation in providing the requested information (detailed Description of Proposed Activity, form enclosed) will not only be appreciated, but will greatly assist us in processing your application in a timely manner. If you have any questions, please contact Victoria Hernandez (760-337-4436), Veronica Vogan (760-337-4422) or Ardith Collins (760-337-4421).

POPULAR FILMING LOCATIONS

IMPERIAL SAND DUNES

TRONA PINNACLES (Pre-conference required)
CUDDEBACK DRY LAKE
KOEHN DRY LAKE
JAWBONE OFF HIGHWAY VEHICLE AREA (OHV)
DOVE SPRINGS OHV AREA
OLANCHA DUNES OHV AREA
SPANGLER HILLS OHV AREA

WIND PARKS
PALEN SAND DUNES
PAINTED CANYON ROAD
BOX CANYON ROAD

JOHNSON VALLEY OHV AREA
DUMONT DUNES OHV AREA
SILURIAN DRY LAKE
SOGGY DRY LAKE
STODDARD VALLEY OHV AREA
EL MIRAGE COOPERATIVE MANAGEMENT AREA
(Week days only)

IVANPAH DRY LAKE
AMBOY CRATER
BRISTOL DRY LAKE
CHEMEHUEVI WASH

OFFICE CONTACTS

El Centro Field Office
1661 So. 4th St.
El Centro, CA 92243
(760) 337-4400
Fax: (760) 337-4490
Victoria Hernandez (760) 337-4436

Ridgecrest Film Commission
643 N. China Lake Blvd.
Ridgecrest, CA 93555
(800) 847-4830
Fax: (760) 375-9850
Elizabeth Nalagan (760) 375-8202
Ridgecrest Field Office
300 S. Richmond Rd.
Ridgecrest, CA 93555
(760) 384-5400
Fax: (760) 384-5499
Elaine Hanson (760) 384-5457

Palm Springs-South Coast Field Office
1201 Bird Center Drive
Palm Springs, CA 92262
(760) 833-7100
Fax: (760) 833-7199
Della Asuagbor (760) 833-7148

Barstow Field Office
2601 Barstow Road
Barstow, CA 92311
(760) 252-6000
Fax: (760) 252-6098
(760) 262-6015
Cecelia Franklin (760) 252-6012
Tim Hough (760) 252-6045

Needles Field Office
101 W. Spikes Road
Needles, CA 92363
(760) 326-7000
Fax: (760) 326-7099
Bill Webster (760) 326-7006

Cost Reimbursement (Processing and Monitoring) Fees and Rental Fees must be paid before filming/photography is permitted on public land. Processing fees are non-refundable, but monitoring and rental fees will be refunded if the application is not approved.

PROCESSING AND MONITORING FEES vary depending on the estimated hours of BLM time required to process the application and to monitor filming and reclamation. In most cases, minimal impact filming/photography at popular locations requires payment of Category 1 fees. These fees are generally paid after coordination with the local BLM contact. The fees are based on the following schedule:

CATEGORY	BLM WORK HOURS	PROCESSING/MONITORING FEES*
		2015
1	1 to 8	\$ 121
2	8 to 24	\$ 424
3	24 to 36	\$ 798
4	36 to 50	\$ 1,145
5	Not applicable to Film Permits	
6	50+	Full reimbursement for actual costs

*Processing and Monitoring Fees may be assessed using separate categories.

RENTAL FEES vary by State and are generally established by statewide appraisals.

CALIFORNIA RENTAL SCHEDULE

Motion Pictures/Videos		Commercial Still Photography	
1 - 30 people	\$250/day	1 - 10 people	\$100/day
31 - 60 people	\$500/day	11 - 30 people	\$150/day
Over 60 people	\$600/day	Over 30 people	\$250/day

INSURANCE: The Permittee shall provide the BLM with a certificate of public liability insurance (COI), in the amount of \$1,000,000.00, naming the U.S. Department of the Interior, Bureau of Land Management as the Certificate Holder and as additionally insured. The COI must include specific coverage for the Permittee's contractually assumed obligation to indemnify the U.S. for damage, loss, or injury resulting from actions taken or caused by the Permittee or participants in a permitted use.

BONDING: Permittees may be required to provide cash bonds to assure reclamation of sets or sensitive locations.

THE PERMITTEE PROCESS

Contact the local BLM office (and/or Local Film Commission) before submitting an application. The permitting process and items needed may vary depending on the location chosen and the type of filming proposed.

For minimal impact permits in the popularly used locations, submit the following items to the appropriate office:

- 1. Signed land use application (Form 2920-1) (fill out the application, not the permit [page two]), sign pages one and two of the permit, which is located here: <http://www.blm.gov/pgdata/etc/medialib/blm/noc/business/eforms.Par.26383.File.dat/2920-001.pdf> and the signed stipulations (attached).**
- 2. A detailed description of proposed activity (attached form).**
- 3. Show the specific location requested using the enclosed map.**
- 4. Certificate of Insurance (naming the U.S.D.I. – BLM as the Certificate Holder and named as additionally insured in the additional remarks), contact the appropriate BLM office for the specific dollar amount.**
- 5. Cost recovery and rental fees (as discussed with the local BLM film permit coordinator).**

Depending on the location, time and type of production, the BLM may impose additional requirements, such as bonding, reimbursement for costs, etc.

FAXED APPLICATIONS: Faxed applications are acceptable; however, you must provide the original signed documents to our office.

PAYMENT OF FEES: Fees may be paid by credit card over the phone or by check/money order made payable to U.S.D.I. - BLM. We accept all major forms of payment (Visa MasterCard, American Express and Discover).

Large productions and requests to film outside popular locations usually require an on-site pre-application meeting with BLM personnel and the processing time will usually take about 30-90 days. Contact the appropriate BLM office for details.

STUDENT FILMS: (VIDEO/FILM/STILL PHOTOGRAPHY) FEE FREE PERMIT

Requirements:

- provide letter on School Letterhead stating the film is for a student project and the student is in good standing.
- must be covered by schools liability insurance and provide a copy naming the BLM as the Certificate Holder and as additionally insured within the additional remarks.
- must not be for commercial or profit
- must provide a full description of proposal

FILMING STIPULATIONS
Bureau of Land Management (BLM) El Centro Field Office

- 1) The Permittee shall comply with all Federal, State, and local laws, ordinances, regulations, orders, postings, or written requirements applicable to the area or operations covered by the permit. The Permittee shall ensure that all persons operating under the authorization have obtained all required Federal, State, and local licenses or registrations. The Permittee shall make every reasonable effort to ensure compliance with these requirements by all agents of the Permittee and by all clients, customers, participants, or spectators under the Permittees supervision. Reference BLM Handbook **H-2930-1**.
- 2) Issuance of this permit does not constitute exclusive use of the public lands by the Permittee. Other permits may be issued within this permit area at the discretion of the Authorized Officer (AO).
- 3) A copy of the permit and the stipulations shall be kept available on location at all times, for review for BLM personnel upon request. All persons (i.e., Permittees, contractors, sub-contractors) working at the site shall be familiar with the permit stipulations.
- 4) A project informational sign (provided by the BLM) will be placed in the right, front window of all the crew vehicles. This sign is to remain in the vehicles until the project is complete.
- 5) This authorization may be revoked by the AO for cause. The determination of what constitutes for cause will be decided solely by the AO. There will be no refund of monies remitted by the Permittee for authorizations that are revoked by the AO for cause. Examples of what may be considered for cause include, but are not limited to; any violation of permit stipulations, interfering with other lawful users, unnecessary surface disturbance, and failure to follow the direction of any BLM employee directing and/or coordinating on-the-ground activities associated with this authorization.
- 6) The Permittee shall provide the BLM with a certificate of public liability insurance (COI), in the amount of \$1,000,000.00, naming the U.S. Department of the Interior, Bureau of Land Management as the Certificate Holder and as additionally insured. The COI must include specific coverage for the Permittee's contractually assumed obligation to indemnify the U.S. for damage, loss, or injury resulting from actions taken or caused by the Permittee or participants in a permitted use.
- 7) Filming operations shall be conducted in such a manner as to avoid creating safety hazards to other public lands visitors and users, and to the filming crews. The Permittee shall use whatever signs, flagging, help of individuals, or other appropriate safety devices for the safe conduct of the filming operation and the protection of other users and visitors before, during, and after filming activities. Props, equipment and vehicles that are left overnight at ongoing filming sites, must be accompanied by a guard and warning lights.

- 8) No person shall carry a weapon, including, but not limited to firearms and batons, during the performance of their duties or while acting in any way as an agent of the Permittee unless specifically authorized in writing by the AO. It is the Permittees responsibility to ensure continued compliance with this stipulation.
- 9) No vegetation may be severed or removed unless specifically marked or otherwise designated by the authorized BLM officer.
- 10) Use and/or introduction of exotic plants must be specifically authorized in the permit.
- 11) The Permittee shall not harass wildlife on the site or access areas. To minimize disturbance, the area should be walked to determine wildlife presence.
- 12) Animals not endemic to the area shall be under the control of qualified animal handlers at all times. Animals shall not be allowed to feed on the natural vegetation. The Permittee is responsible for providing appropriate feed and water for the animals. All animal waste shall be removed from the public lands on a daily basis. Transmission of diseases from domestic animals to wildlife will be avoided through appropriate action 9 vaccines, avoidance of contact, etc..
- 13) The Permittee shall provide sanitation facilities. Dumping of sewage and/or garbage on the ground is not permitted.
- 14) The Permittee shall keep the area clear of trash and debris. All trash, garbage, and debris generated by the filming operation shall be removed immediately and shall be disposed of in an approved manner. The BLM dumpsters shall not be used unless the Permittee arranges for pick-up and disposal of the trash through an approved sanitation vendor. Burning or burying of trash is not permitted.
- 15) The Permittee shall leave the area in a condition satisfactory to the AO of the BLM.
- 16) Helicopters or fixed-wing aircraft will not be used during the filming project unless specifically authorized in the permit. If use is authorized, the Permittee shall provide on-the-ground traffic control, as well as other precautionary measures deemed necessary by the authorized officer to ensure public safety. Fueling of aircraft on public lands will not be authorized. During the high use season, helicopters or fixed-wing aircraft will not be allowed after 5 p.m. within the Glamis or Buttercup Valley areas of the Imperial Sand Dunes Recreation Area. Nor will they be allowed on Fridays and through the weekend and holiday periods when high visitor use is expected.
- 17) **Film companies planning to use drones** must use a company that has been granted an exemption by the FAA; exempted companies are listed at this website:

http://www.faa.gov/uas/legislative_programs/section_333/333_authorizations/

Filming companies must provide the BLM a copy of the exemption paperwork before a film permit can be issued for drone use.

18) Vehicles and equipment shall be parked completely off of paved surfaces (including shoulders) including areas within the Imperial Sand Dunes Recreation Area such as Gecko Road, Grays Well Road, and Buttercup Road and turnaround.

19) If filming at Osborne Overlook within the Imperial Sand Dunes Recreation Area, vehicles and equipment authorized by this permit must be parked in such a manner as to allow turnaround space for motor homes and to allow a traffic corridor along the north side of the parking surface.

20) Gross weight of vehicles driven upon paved and improved surface (including camp pads) within the Imperial Sand Dunes Recreation Area shall not exceed 30,000 lbs. (15 tons).

21) The Permittee shall not close roads or impede traffic flow unless specifically authorized in this permit.

22) Tracked vehicles shall not be operated on improved surfaces within the Imperial Sand Dunes Recreation Area. Any tracked vehicle authorized by this permit must be off-loaded directly onto the sand at an approved site.

23) The Permittee shall be responsible for obtaining any required State and/or County permits or licenses. This permit authorizes the use of public lands under the jurisdiction of the BLM only.

24) Sand/soil will not be moved or re-contoured by the permittee with any type of machinery unless specifically authorized.

25) The Permittee shall not remove (temporarily or otherwise) any signs or modify any existing improvements on these Public Lands unless specifically authorized in this permit.

26) Use of pyrotechnic devices must be specifically authorized in the permit. The permittee shall obtain additional appropriate permits from other agencies as necessary. Pyrotechnic activity shall not be conducted within 100 yards of any campground.

27) Within **30 days after completion** of the filming operation, **the permittee is required to provide the BLM office with copies of prints and/or video depicting the project, as authorized by this permit.** This material will become the property of the BLM for use in developing a library to represent the types of filming activities that occur on the BLM public lands. Materials should be sent to:

**Bureau of Land Management
Film Permit/Realty
1661 South 4th Street
El Centro, CA 92243**

28) *For movie projects;* Acknowledgment through the film credits shall be given to: U.S.

Department of the Interior, Bureau of Land Management, El Centro Field Office,
for the portion of the movie filmed on lands administered by the BLM.

The Permittee acknowledges, by signing below, that he/she knows, understands and accepts the terms and conditions under which this permit is issued.

X _____
Signature of Permittee

Printed Name and Title

Date

DESCRIPTION OF PROPOSED ACTIVITY

(Please provide as much *detail* as possible)

1. Company Name:

2. Authorized Representative(s) Name and Phone #:

3. Alternate Contact Name(s) and Phone #:

4. Site Location:

5. **Specific** Location Name: (ex. lake bed or dunes location name)

6. Date(s) of proposed use:

7. Hours of proposed use:

8. Number of ALL personnel to be on

Location (crew and actors/models):

9. Animals to be on location:

Type and Quantity: _____

10. Describe activity to occur (in detail, add additional pages as necessary):

11. List of Cameras:

Type- _____

Quantity- _____

12. List and Name all small vehicles (less than one ton):

13. List and name all large vehicles (greater Than one ton):

14. List number of aircraft to be used:

15. Describe props and sets to be used and/or constructed:

16. Describe (in detail) explosives used:

17. Describe pyrotechnics to be used:

SIGNATURE

DATE