



United States Department of Interior

National Park Service
 Joshua Tree National Park
 74485 National Park Drive
 Twentynine Palms, CA 92277-3597

PROCEDURES FOR ACQUIRING A FILMING OR PHOTOGRAPHY PERMIT AT JOSHUA TREE NATIONAL PARK

1. Please review these procedures for completing the application.
 The **Short** form application is for simple film/photo shoots consisting of **not more than 10 people**.
 The **Long** form application is for crews of **11 or more people or any shoot requiring set construction, road shots, generators, caterers, or special activities**.
2. A Special Park Use Permit for commercial film or photography requires the following costs:
 - a. \$120 **non-refundable** application cost
 - b. \$195 processing cost (non-refundable if a permit application is processed)
 - c. In most cases a minimum of \$100 monitor cost (2 hours on-scene scouting/monitoring)
3. With most film and photo permits a security deposit will be required. The amount of the deposit, ranging from \$1,000 to \$5,000, will be based on the complexity or size of the shoot. ***This deposit must be in the form of a cashier's check or Money Order.*** The deposit will be returned after all conditions of the permit have been fulfilled and all financial responsibilities have been met. Checks should be made to the payment of: **National Park Service**.
3. As of May 15, 2006 the National Park Service (NPS) has been directed by Congress to collect a fee to provide a fair return to the United States for the use of park lands. A film crew of one or two people, with camera and tripod only, is not charged this location fee. The following NPS fee schedule applies:

| Commercial Filming / Videos | | Still Photography | |
|------------------------------------|-----------|---------------------|-----------|
| 1 - 2 people, camera & tripod only | \$0/day | | |
| 1 -10 people | \$150/day | 1-10 people | \$50/day |
| 11- 30 people | \$250/day | 11-30 people | \$150/day |
| 31-49 people | \$500/day | More than 30 people | \$250/day |
| 50 or more people | \$750/day | | |

5. An original Certificate of Insurance (min. \$1 million per occurrence) is required.
 The *additional insured* must be named as follows:

United States of America
 Joshua Tree National Park
 Special Park Use Department
 74485 National Park Drive
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6. The special programs ranger reviews applications on a first come first served basis and notifies the applicant if the complexity of the shoot requires any additional conditions or revisions to the normal permit process. Simple shoots will be processed generally in three to five working days. Complex shoots could take up to 120 working days.
7. In most cases, film permits will be issued by appointment only at the Special Programs Office, Park Headquarters in Twentynine Palms, California **prior to filming**.

(NPS Form 10-932)
 (OMB No. 1024-0026)
 (NEW 10/00)
 (Expires 3/31/2010)

National Park Service
Joshua Tree National Park
74485 National Park Drive
Twentynine Palms, CA 92277-3597
(760) 367-5545 office



Application for Commercial Filming/Still Photography Permit

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** Allow **AT LEAST** four (4) business days for processing. A non-refundable processing fee should accompany this application unless the requested use is an exercise of a First Amendment right. You will be notified of the disposition of the application and the necessary steps to secure your final permit. Your permit may require the payment of cost recovery charges, a location fee, and proof of liability naming United States as also insured.

| | |
|----------------------|----------------------|
| Applicant: | Company: |
| Social Security #: | Tax ID #: |
| Street/Address: | Street/Address: |
| City/State/Zip Code: | City/State/Zip Code: |
| Telephone #: | Telephone #: |
| Cell phone #: | Cell phone #: |
| Fax #: | Fax #: |
| Email: | Email: |

| | |
|-------------------|--------------------|
| Project name: | Producer: |
| Type of project: | Photographer: |
| Location manager: | Director: |
| Telephone #: | Caterer: |
| Cell phone #: | Telephone # - set: |

Summary of Activities and Scene(s) (attach additional pages if necessary): _____

SCHEDULE BY LOCATION(S) (Includes filming, parking and base camp):

| Date | Location | Start Time | End Time | Type of Activity (e.g., film, prep, or strike) | Number of Cast & Crew |
|------|----------|------------|----------|---|-----------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Description of Equipment/Props(attach additional pages if necessary): _____

List of vehicles including type and license plate number (attach additional pages if necessary):

| Vehicle Make and Model | License Number |
|------------------------|----------------|
| | |
| | |
| | |
| | |

Use of Roads and/or Trails? (Y/N): ____ Describe proposed use (attach additional pages if necessary):

- Are you familiar with/ have you visited the requested area? Y N
- Have you obtained a permit from the National Park Service in the past? Y N
 (If yes, provide a list of permit dates and locations on a separate page.)
- Do you plan to advertise or issue a press release before the event? Y N

I hereby state that the above information given is complete and correct and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge and I have the full authority to represent the applicant entity and the project described above.

Signature: _____ Print Name: _____ Date: _____

Title: _____ Company Name: _____

Information provided will be used to determine whether a permit will be issued. Completed application must be accompanied by an application fee in the form of a cashiers check or money order in the amount of \$____.00 made payable to **National Park Service**. Credit card payments may be accepted at some parks. Application and administrative charges are non-refundable. *This completed application should be mailed to _____ at the Park address found on the first page of this application.*

Note that this is an application only, and does not serve as permission to conduct any use of the park. If your request is approved, a permit containing applicable terms and conditions will be sent to the person designated on the application. The permit must be signed by the responsible person and returned to the park prior to the event for final approval by the Park Superintendent.

The above application form is provided with the understanding that parks will insert appropriate park names and addresses and the amount of the application fee as desired.

Paperwork Reduction Act Statement: This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. All the applicable parts of the form must be completed. A Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 30 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the National Park Service, Special Park Uses Program Manager, 1849 C Street NW (2465), Washington, D.C. 20240