

BALTIMORE
OFFICE OF PROMOTION & THE ARTS

**Baltimore Film Office
Request for Park Use**

Production Company:		
Person who will be responsible for conduction film/video activity:		
(First Name)	(Middle Initial)	(Last Name)
Address:		
Phone Numbers: Day ()		Evening ()
Name of Project:		
Name of requested park property:		
Specific park location – describe in detail (list address, intersections, landmarks of park property or specific area(s) within the park):		
Are you requesting a pavilion? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please give pavilion number or name:		

Park Location Production Schedule

Beginning Date	Beginning Time	Ending Date	Ending Time

Number of participants:
Please list all vehicles that you will use for project.
Please list all equipment, temporary structures of displays you will be using for this project.

Please list and explain in detail any special requests or requirements pertaining to the use of the requested park property (attach separate sheet, if necessary).

Did you or the production company ever receive a permit for this type of project in Baltimore? If yes, please indicate the most recent project name, date and location.

Project Date:

Title:

Location:

PLEASE READ THE FOLLOWING STATEMENT, THEN SIGN AND DATE WHERE INDICATED BEFORE SUBMITTING THIS REQUEST.

I hereby agree to abide by the rules and regulations of the Department of Recreation and Parks, especially those rules and regulations pertaining to permits. I also understand that this application must be submitted 1 week (5 business days) prior to my earliest requested date of use, and that vending or selling is not permitted activity; the permitted project must be free and open to the public.

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Applicant's Signature

Date

**RETURN APPLICATION TO: BALTIMORE FILM OFFICE
 BALTIMORE OFFICE OF PROMOTION AND THE ARTS
 7 EAST REDWOOD STREET – SUTE 500
 BALTIMORE, MARYLAND 21202
 FAX: 410/385-0361
 E-MAIL: ddorsey@promotionandarts.com**

FOR OFFICE USE ONLY

Date Logged	Deposit	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	Check No.
Log Number	User Fee	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	Receipt No.
Class Type	Insurance	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	Receipt No.
Non-Profit	Approved	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	DPO No.