RESOLUTION NO. 96-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UNIVERSITY PARK, TEXAS, AMENDING RESOLUTION NO. 94-2 ESTABLISHING COMMERCIAL FILMING FEES; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PARK, TEXAS.

SECTION I. That Resolution No. 94-2, as heretofore amended, be, and the same is hereby, further amended by adding Section VII “Commercial Filming Fees” as follows:

“VII. COMMERCIAL FILMING FEES

A. Small productions (3 or less vehicles on site)
   1. Filming permit application fee ................................................................. $25.00
   2. Rental of City Parks (See Section VI).

B. Large productions (4 or more vehicles on site)
   1. Filming permit applicant fee ................................................................. $200.00
   2. Filming Fees
      First day of filming (or fraction) ........................................................... $200.00
      Each additional day of filming .............................................................. $ 50.00
   3. Permit revision fee ................................................................................. $ 50.00
   4. Rental of City Parks (see Section VI)"

SECTION 2. This resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

See Code of Ordinances No. 96/18 for specific requirements.
CITY OF UNIVERSITY PARK
FILMING FEES

COMPANY NAME________________________________________ DATE____________________

FILM DATE____________________

The following fees are estimated based on the number of filming days. You will be billed or reimbursed for any necessary adjustments.

$___________ $200 Non-refundable Filming Permit Application Fee

$___________ $200 For First Day (or fraction thereof) of Filming

$___________ $  50 For Each Additional Day (or fraction thereof)

$___________ $  40 Per Hour Per _______ Police Personnel for _______ hours

$___________ $  35 Per Hour Per _______ Fire Personnel for _______ hours

$___________ $  25 Per Hour Per _______ Maintenance Personnel for _______ hours

$___________ Other charges – Specify ____________________________________________

$___________ TOTAL ADVANCE FEES RECEIPT NUMBER _____________

$___________ PERFORMANCE BOND

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COMPUTATION OF ACTUAL CHARGES

Film Permit Application Fee $___________ 200.00
Film Permit Fee ($200 / 1st day; $50/each additional day)
Total Police Department Personnel Fees
Total Fire Department Personnel Fees
Total Maintenance Personnel Fees
Material and Equipment
Other Charges

Sub Total $___________
Less Deposit $___________
Amount to Bill / Refund $___________

FILM COORDINATOR: __________________________ DATE ________________
CITY OF UNIVERSITY PARK
APPLICATION FOR FILMING PERMIT

FILM COORDINATOR, City of University Park,
3800 University Blvd., University Park, TX 75205 214-987-5305 (fax) 214-987-5309

1. Company: ____________________________________________

   Address: ____________________________________________

   Company Official Authorizing Application: ____________________________

   Phone Number of Official: __________________________________________

   Name of Designated Agent for Service or Process: _______________________

   Address / Phone Number: ____________________________________________

2. Contact Person: ____________________________________________ Phone ____________

   Address: ____________________________________________

3. Location of Filming Activity: ____________________________

4. Filming Dates: ____________________________ Times: ____________

5. Type of Filming:

   Commercial Stills ______ Television _______ Video _______ Student _______

   Educational ______ Motion Picture _______ Non-Profit _______ other _________

5. City Services Requested (including Police and Fire):

   __________________________________________

   __________________________________________

7. Provide the number of each type of vehicle and equipment to be used:

   Cast / Crew _______ Cars _______ Trucks _______ Vans _______

   Camera Cars _______ Catering _______ Ancillary Vehicles _______

   Motor homes _______ Other ____________________________________
8. For motion pictures and television productions, list name of feature and celebrities; for
commercial list name of product, advertising agency and/or celebrities:


9. Person or persons on location responsible for company’s adherence to and conditions of
permit:


10. Describe in detail the nature of the proposed filming, use of animals, stunts, etc. List all
locations, dates and times (attach additional sheets if necessary):


11. Attach a simple plot plan indicating location of roadways, parking, structures, and access
points in area of filming and how location of equipment, vehicles and filming activities will relate
to them.

12. Attach Certificates of Insurance for minimum of $1,000,000 for liability insurance coverage.
Contractual indemnity coverage must be included in the liability insurance coverage. Attach
proof of coverage in conformance with all applicable federal and state requirements for
Worker’s Compensation Insurance for all persons operating under the film permit.

13. Submit completed Filming Permit Neighborhood Impact Notification Form. A copy of this form
must be given to all residents and businesses within a 300 ft. radius of the filming location as
well as to residents and businesses adjacent to requested parking areas. Proof of notification
must be submitted with permit application.

14. Please provide the shooting schedule for each location on a daily basis:


Signature of Applicant: _____________________________ Date: ________________
CITY OF UNIVERSITY PARK
FILMING PERMIT REVISION FORM

Film Coordinator
3800 University Blvd.
University Park, TX 75205
214-987-5305
214-987-5309 fax

Please provide the following information. Application revision fee is $50.00. All terms and conditions of original application shall remain in effect. A maximum of two application revisions are allowed. Any additional changes thereafter shall require applicant to submit a new application.

Date:_____________________________ Time:____________________ Permit #:__________

Company:________________________________________________________________________

Address:_________________________________________________________________________

Representative:_____________________________________

Title:_____________________________________________________________________________

Phone:________________________________ Local Contact:________________________________

Describe change in filming permit requested:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Revision Approved: _____ Revision Modified: _____ Revision Dated: ______

Film Coordinator:________________________________________ Date:_______________________

City Manager / Designee:_______________________________ Date________________________
When requesting a film permit for large productions, written notification must be given to all residents or businesses within 300 ft. radius of the filming activity as well as any residents or businesses whose property is adjacent to requested parking areas. Residents and businesses must be provided with a copy of this form. Filming company representatives must fully respond to any questions an individual might have regarding the contacts between the impacted residents and businesses and the filming company.

Filming will occur at (location):________________________________________________________
________________________________________________________________________________
Name of Film Company:_____________________________________________________________
Date (s) of Filming:_________________________________________________________________
Times of Filming:__________________________________________________________________
Description of Filming Activity:________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
Film Company Representative on Location:______________________________________________
On Location Phone:_________________________________________________________________
Company Address:_________________________________________________________________
Company Phone:___________________________________________________________________

If any problems or concerns arise, please contact the film company’s representative listed above. If they do not sufficiently resolve the problem, contact the City of University Park Film Coordinator at 214-987-5305 during regular business hours.