

City of Rochester

APPLICATION TO COMMERCIALY FILM OR VIDEOTAPE ON CITY STREET OR OTHER CITY PROPERTY

Application and Insurance must be provided at least three (3) days prior to event.

Applicant Name		Phone	
		Cell Phone	
Street Address	City	State	Zip
Production Company/Organization (if different from above)		Phone	
Street Address	City	State	Zip
Date(s) of Event		Time(s) of Event	
Location of Event			
Description of Event			
Impact on Traffic or Parking			
Impact on Adjacent or Other Properties			
Description of special equipment, vehicles, etc. involved in event		Number of Persons Involved (crew, etc.)	
Anticipated Need for City Services (e.g. - Police, Park Maintenance, etc.)			
<p>The applicant acknowledges the following:</p> <ul style="list-style-type: none"> • The applicant agrees to obtain and maintain a certification of insurance as described on the reverse side of this application demonstrating coverage throughout the approved period of the event. • The applicant agrees to obtain signed approval from any business or property owner specifically effected by the events. • The use of the City's name, seal, signage, equipment, or personnel is prohibited without the expressed written consent of the City of Rochester. • The applicant agrees to reimburse the City of Rochester for the cost of any services provided by the City as a result of the event. The applicant understands that the City of Rochester shall determine and approve the need for such services. If the applicant anticipates the need for City services in advance of the event, the applicant shall notify the City and receive an estimated cost from the City prior to approval of the application. 			
Signature of Applicant		Date	

Indemnification and Hold Harmless Agreement

Application will require a Hold Harmless Agreement containing terms acceptable to the City. The Hold Harmless Agreement shall be printed on the Production Company/Organizations official letterhead and signed by a duly authorized representative and shall contain at least the following language:

Indemnification and Hold Harmless Agreement Language

To the fullest extent permitted by law, _____ and any entity or person for whom _____ is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Rochester, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Rochester against any and all claims, demands, suits, or loss, including all costs connected therewith, including reasonable attorney fees, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Rochester, which arises out of or is in any way connected or associated with this Agreement including, but not limited to, the acts, errors or omissions of _____ including of its employees, officers, agents, contactors, consultants or anyone else involved in said activities, whether or not said activities are permitted by permit issued by the City of Rochester. Such responsibility shall not be construed as liability for damage caused by or resulting solely from the act or omission of the City of Rochester, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Rochester.

Signature

INSURANCE CERTIFICATE REQUIREMENTS	
▪ Comprehensive General Liability:	\$1,000,000/occurrence (minimum)
▪ Excess Liability Umbrella:	\$1,000,000/occurrence (minimum)
Additional Insured endorsement portion of the Certificate of Insurance must read <u>exactly</u> as follows: "The City of Rochester, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers."	

Application must be accompanied by a Hold Harmless

APPROVAL	
Signature of Police Representative Approving Application	Date
Printed Name	Rank/Title
\$25.00 Fee Paid on _____ Clerk _____ Cash or Check Payable to the City of Rochester only	Copy provided to City Manager : _____ Initials

Applications are available at www.rochestermi.org, or City Clerk's Office
Return application and fee to Clerk's Office, 400 Sixth St., Rochester, MI 48307

Denial of application may be appealed to the City Council by making application for appeal to the City Manager.