PALISADES INTERSTATE PARK COMMISSION
P.O. Box 155 Alpine, New Jersey 07620
Phone: (201) 768-1360 ♦ Email: permits@njpalisades.org
Office Hours: Mon. – Fri. 8:30am – 4:30pm

FILM & PHOTOGRAPHY PERMIT APPLICATION

Film & Photography Permits are issued on a case-by-case basis year-round, excluding holidays and weekends.

Applications may be submitted by email to Anthony Taranto at ataranto@njpalisades.org. A completed application must be received no less than 10 business days prior to production date. Applications received with less than 10 days' notice will not be considered. A completed application consists of the following:

- ☐ Application filled out and signed by person in charge.
- ☐ Permit Terms and Conditions signed by person in charge.
- ☐ Copy of driver's license or government-issued ID (ID must be of the person in charge).

Once application is submitted, you will be notified within 3 business days of receipt if your application has been approved. If approved, required documents must be submitted, payment must be received, and applications (including all modifications) must be finalized 5 business days prior to production date. See Film & Photography Permit Fees sheet for fees.

Cancellations – A written request must be received 30 days prior to production date to be considered for a full refund. The following cancellation fees apply:

A 25% cancellation fee will be deducted from the permit and exclusive use fees (if applicable) if cancellation request is received less than 2 business days prior to production date.

A 50% cancellation fee will be deducted from the permit and exclusive use fee, and all staff overtime will be held if cancellation request is received less than 1 business day prior to production date.

Date Changes – Permittees may request to reschedule their production date due to forecast severe weather (i.e. hurricanes, significant heavy rainfall) providing the request is received no later than 3 business days prior to the production date. Productions may be rescheduled based on availability in the event calendar, and availability of police coverage and PIP staff coverage if originally requested. New dates may not be rescheduled within 10 business days of original film date. Refunds or requests to reschedule events for routine inclement weather such as light rain, showers, and chance of thunderstorm will not be considered.

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FILM & PHOTOGRAPHY PERMIT FEES

Do not submit payment until your application has been approved. Our office will contact you with payment options.

Base Fee Table

Type	Fee
Small Scale	$350
Medium Scale	$750
Large Scale	$1500

Traditional cable or network newscasts are permitted to film within the park for live broadcasts, providing a permit is secured in advance of the filming at no cost. Editorial and entertainment style news shows that are not considered newscasts are subject to the commercial fees.

Drones - Due to environmental impact and safety concerns, the operation of drones for recreational purpose or for the acquisition of photography and film footage is highly regulated by the P.I.P.C. and subject to restrictions and commercial rates. A written flight path and FAA license is required.

Additional fees for park staff time, drone use, and exclusive use of areas will be added to the base fee.

Drone Fees:

- Single Location $350
- Multiple Locations $750

Park Staff Fees (If applicable):

- Police Coverage starts at $150/hr.
- P.I.P. Staff Coverage $25/hr., $40/hr. (overtime rate)

Parking Fees – Metered parking fees in effect between April 1 and October 31. For hours and fees, please visit our website https://www.njpalisades.org/parking/. Parking fees are included with permits that have exclusive use of an area.

Revised: 1/18/2023

FILM & PHOTOGRAPHY PERMIT APPLICATION

Location Scout First and Last Name:
Location Scout cell phone # and e-mail address:

Production Date(s):
Production Times (first vehicle in): (last vehicle out):
Production Name and Address:

Location Name:

Is exclusive use of the site needed:

Production title and description:

Date and time of technical scout:

Total number people associated with production:
Total number cast, and crew vehicles:

Please list film equipment used
(Handheld, Tripods, car-mounts, process trailers, Russian Arms, cranes, dollies, lighting set-ups):

Production vehicle quantity and type (box trucks, motorhomes, buses, golf carts, gators, etc.):

Process trailer size when fully expanded:

Number of picture cars involved:

Are sets, rigging and apparatus being erected on site?

Will the production have security on site and are they armed?
Are the security guards licensed or S.O.R.A. certified and can they provide credentials?

Description of stunt work must be submitted for approval:

Will there be apparatus used for rain or lightning effects?
If so, how many gallons of water will be used per effect?

Will pyrotechnics be involved?
Blast radius: Debris radius:

Will there be a flame or fire effect?
What is the top flame height?
How is the flame created and fueled?
Which fire department have you contracted to be on site during for flame/fire effect?

Signed: _____ _____
Person In Charge Date

Revised: 1/18/2023

FILM & PHOTOGRAPHY PERMIT TERMS AND CONDITIONS

1. All permits require a copy of the permittee's driver's license or government issued photo ID before permit will be executed.
2. This permit is only valid for the date and the area for which it was issued and will not be honored at other locations. All related activities must be completed on the date listed in the permit.
3. A permit will not be issued for an area if an event is already scheduled for that location.
4. To redirect park maintenance efforts, all details on permits must be finalized no less than 5 business days prior to production date.
5. Rain dates are not held for original permit dates. Permittee may request to reschedule their production date due to forecast severe weather (i.e hurricanes, significant heavy rainfall) providing the request is received no later than 3 business days prior to production date. Refunds or requests for routine inclement weather such as light rain, showers, and chance of thunderstorm will not be considered.
6. Exclusive Use Information:
   - If requested, exclusive use of an area may be allowed, providing an event is not already scheduled for that day and the necessary park staff is available. Additional fees apply. Exclusive use requests must be received no less than 7 business days of production date to coordinate closure and police coverage.
   - Only motor vehicle traffic is restricted during exclusive use.
   - Pedestrians, cyclists, and park staff must be allowed to travel through site during production.
   - At least one P.I.P.P.D. officer must be on site for the duration of exclusive use to restrict motor vehicle traffic.
   - Exclusive use of State Line Lookout allows permittee limited use of the café for charging personal electronic devices and as waiting area for production staff.
   - Exclusive Use of Fort Lee Historic Park does not allow access to visitor's center. Filming is not permitted south of visitor's center.
7. Filming is prohibited inside park buildings, from Parkway overpasses, within 50 feet of Parkway pavement's edge, and on Parkway southbound and northbound south of Exit 1.
8. Police coverage is necessary for filming on Palisades Interstate Parkway, Henry Hudson Drive, access roads to areas and lookouts.
9. Additional PIPPD and PIP staff hours will be billed separately.
10. Special effects (not limited to fire, pyrotechnics, rain, wind, and lightning) are highly regulated, and a description must be submitted in writing for approval of the Commission during the application process. Effects must not take place within 150 feet of any park building or structure and must not alter pavement or grounds in any way. Production may be asked to secure the services of a fire department or secure any required State fire permits as a condition of this permit.
11. Drone operation in the park is highly regulated. The operator's F.A.A. license and comprehensive flight path must be provided.
12. Alterations to amenities, flora and park structures are strictly prohibited.
13. The permittee will be charged for the correction of damages done to the site during production.
14. Restroom facilities in the Ross Dock picnic area, and Allison Park are closed from Mid-November to the end of March.
15. Permit activities shall not interfere with the public use of park areas including restrooms, parking lots, picnic areas, trails, and other park amenities. Activities shall not disrupt other park patrons or events.
16. Vehicles may only be parked in a designated parking area. **[411.1(f)(i)(j)(n)]**
17. Permittee shall clean-up the site upon completion of production. All equipment, materials and debris associated with the production must be collected and removed from Park property. **[408.1(c)]**
18. There is no obligation on the part of the Commission for the preparation of an area, furnishing of equipment, or coordination of vendors/staff/participants, unless noted on the permit.
19. The person(s) or organization named on the front of this permit shall be responsible for, and if asked, provide general liability insurance for all personal injury, including death and property damage, due to the activities covered under this permit. The permittee further agrees to indemnify and hold harmless the State of New Jersey, the Palisades Interstate Park Commission and their commissioners, officers, agents and employees for all claims, suits, actions, damages, costs, etc. of every nature and description which might result from the conduct of their/its activities.
20. The permittee and their group shall abide by the Rules and Regulations of the Palisades Interstate Park Commission and the terms of this permit, and any orders or directions issued by an employee of the Commission pertaining to any violation(s) of the Rules and Regulations or the permit terms. **[408.1(f)(1), 411.1(q)]**
21. This permit can be revoked at any time and summonses can be issued for non-compliance with the terms and conditions contained herein. In the case of such a revocation, permit fees paid, and any security deposit collected shall be forfeited to and retained by the Commission, in part or in whole. Also, the holder of this permit or the agent or employee who has violated such terms or conditions shall be jointly liable to the State of New Jersey and the Palisades Interstate Park Commission for any damages or loss suffered by them in excess of money forfeited and retained by the Commission. **[405.1]**

Signed: _____ _____

Person In Charge Date

Date Revised: 1/18/2023

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COVID ACKNOWLEDGMENT FORM

As a condition of being granted the permit applied for, I understand and agree to the following terms and conditions:

1. The New Jersey COVID-19 Information Hub provides the public with the most up-to-date information about COVID-19 and the State's response, including rules, regulations, and other guidance about how to keep yourself and others safe. Permittees are responsible for familiarizing themselves with guidance from the Information Hub (https://covid19.nj.gov/) and for ensuring that the permitted activity, including the conduct of employees, vendors/contractors, volunteers, guests and other event participants, complies with the relevant directives.

2. This permit is subject to changes based on any future executive orders issued by the Governor, including additional restrictions, requirements, and possible cancellation.

3. Due to the current conditions, there is an increased number of visitors and our park areas are filling to capacity causing the park to close early. We highly recommend you and your guests carpool and arrive at your event as early as possible. If the parking lot is closed when you or your guests arrive there will be a wait and you will be allowed in as other patrons leave.

By signing below, I acknowledge that I have read and understand these guidelines and agree to follow them.

Signature: _____

Name: _____

Date: _____

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Insurance Requirements

Palisades Interstate Park Commission (PIPC) requires insurance coverage before permits are executed and issued. Permittees must secure and submit a Certificate of Insurance in accordance with the following requirements.

Commercial General Liability Insurance shall have limits of not less than two million dollars ($2,000,000) per occurrence, two million dollars ($2,000,000) aggregate coverage and one hundred thousand dollars ($100,000) damage to rented premises per occurrence. Such coverage shall be written on the ISO CG 00 01 or substitute form providing equivalent coverage's and shall cover liability arising from premises operations. Aggregate shall apply separately on a per-location basis. Permittee may also be require to secure coverage for products-completed operations, personal and advertising injury, workers compensation and comprehensive automobile liability, depending on the nature of the event.

Permittee shall require that all independent contractors shall have insurance policies providing commercial general liability with a limit of not less than two million dollars ($2,000,000), workers compensation (if required) and comprehensive business automobile liability insurance to the extent required. Permittee shall provide PIPC with a certificate from such independent contractor evidencing such coverage.

All such insurance policies and certificates shall list the "certificate holder" as

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and shall name *"the People of the State of New Jersey, the Palisades Interstate Park Commission, their officers, agents, and employees."* as additional insured under the Description of Operations box. Designating PIPC as a "certificate holder" shall not constitute compliance with this section.

The name and date of the event must be clearly stated on the certificate under Description of Operation. The event or project date(s) must fall within the effective and expiration dates of the policy.

Products and Operation required when anything being sold, including but not limited to, food, souvenirs, apparel, etc.

Personal and Advertising Injury required when event will include any form of advertising, media coverage, announcements, etc.