



# VILLAGE OF NEW PALTZ

## Filming Policy

Filmmakers are welcome to request the use of locations within the Village of New Paltz for the on-site production including filming, photography, and similar activities of motion-picture, television, video, and similar programs for commercial purposes. Applications are reviewed and approved on a first-come, first-served basis by the Mayor and the Board of Trustees.

Applications to film in the Village of New Paltz must be made to the Village Clerk at Village Hall during normal business hours.

Such applications shall include the following information:

- a. Name, address, telephone number, and email of the person or entity owning the rights to the film;
- b. Name, address, telephone number, and email of the location coordinator or other contact person;
- c. Purpose of the filming;
- d. Specific locations of the properties to be used;
- e. Whether the applicant is owner or tenant in possession of property and the name of the owner of property if the applicant is not the owner;
- f. Whether any street closures, sidewalk obstructions or other inconveniences to the public will be required, and the proposed dates and times for such closings;
- g. Dates and times of day that the filming will take place;
- h. A description of all equipment and props to be used in connection with the filming;
- i. An agreement whereby the applicant agrees to indemnify and save harmless the Village of New Paltz from any and all liability, expense, claim or damages resulting from the use of public lands. The indemnification agreement shall further provide that the applicant agrees to reimburse the Village for any damage to Village property resulting from the permitted filming activities;
- j. A certificate of insurance naming the Village of New Paltz as an additional insured;
- k. Such other information as may be required by the Board of Trustees of the Village of New Paltz or the Village Clerk

Commercial film applicants must also include a nonrefundable location fee of \$250.00/day not to exceed \$1000; checks may be made out to the Village of New Paltz.

**Filming in the Village of New Paltz is subject to the following conditions:**

1. Reimbursement of Village lost revenue.
  - a. In addition to any other fees or costs mentioned in this policy, the applicant shall reimburse the Village for any lost revenue, such as parking meter revenue, that the Village is prevented from earning because of permitted filming activity.
2. Security and Other Services
  - a. Permit holder is responsible for providing own security
3. The permit-holder shall clean and restore all Village-owned property utilized during the filming to the same condition as existed prior to the filming.

**Definitions:**

**FILM or FILMING**

The taking of still or motion pictures whether on film, videotape, photograph, digital recording or by similar recording medium, for commercial or educational purposes and intended for viewing on television, in theaters or for institutional uses. The provisions of this policy shall not be deemed to include the filming of contemporaneous news stories within the Village of New Paltz; wedding and other similar types of photography undertaken by a commercial photographer or videographer; and zero-budget films and/or videos recorded by a student in the fulfillment of educational requirements, provided that such works will not be used for commercial or institutional purposes.

**MAJOR COMMERCIAL PRODUCTION**

Any film with a budget in excess of \$3,000,000 which is part of a television series, special, documentary, or made-for-TV movie; or which is financed, produced and/or distributed by a major motion picture studio, including but not limited to the following: Universal Pictures; Warner Brothers; Paramount, including MTV Films and Nickelodeon Movie; 20th Century Fox, including Fox Searchlight; Sony/Columbia; Disney/Miramax; MGM; United Artists; or Dreamworks.

**PUBLIC LANDS**

Any public street, highway, sidewalk, square, public park or playground, or any other public place within the Village of New Paltz, which is within the jurisdiction and control of the Village of New Paltz.

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The Village of New Paltz prohibits discrimination against and harassment of any person because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, or any other characteristic protected under applicable federal or state law.