

CITY OF MARIETTA - APPLICATION FOR FILM PERMIT

Mailing Address:
PO Box 609
Marietta, GA 30061
Phone: 770.794.5605

Shipping Address:
205 Lawrence Street
Marietta, GA 30060
FAX: 770.794.5635

LOW IMPACT FILM APPLICATION

FOR OFFICE USE ONLY

The information below is a request for approval of a filming permit. If the film activities proposed below create undue hardship for you, please contact the city's film permitting office by the close of business on _____ (Ext.5605)

HIGH IMPACT FILM APPLICATION

The information below is a request for approval of a filming permit that will require services from your department that go above and beyond those generally provided. Please review the request and determine if this request can be handled and provide the film office with associated fees and charges by _____.

Company _____ Film _____

Address _____

Contact Person _____ Office Phone _____

Fax _____ Pager _____

Mobile _____ Phone _____

E-mail _____

Type: Feature Film ____ TV Movie ____ TV Series ____ Commercial ____ Still Photo ____

Other _____

Location _____

Film date(s) _____ Hours _____

Prep/wrap outside listed time? No ____ Yes ____ If yes, see page 2.

In case of foul weather or other emergency, film date will be _____

Describe scene: _____

Number in cast _____ Crew _____ Extras _____

Street Closure location(s) _____

Equipment parking location(s) _____

Base camp location(s) _____

Catering truck location(s) _____

Crew parking location(s) _____

Extras' parking location(s) _____

Other on-street parking location(s) _____

Police Officers: Amt. _____ Hours _____ to _____ Amt. _____ Hours _____ to _____

Vehicular traffic control requested at: _____

Pedestrian traffic control requested at _____

Special equipment and placement at _____

Special situations/effects (stunts, animals, gunfire, noise, etc.) _____

Special requests (hydrant meter, alteration to city property, etc.) _____

Additional information (include any prep and wrap activities, times, parking)

OFFICE USE ONLY				
PERMITS	DESCRIPTION	FEES	DATE RECEIVED	RECEIPT #
APPLICATION FEE	Base fee	\$25.00		
APPLICATION FEE	LOW IMPACT FILMING	\$100.00		
APPLICATION FEE	HIGH IMPACT FILMING	\$200.00		
LATE APPLICATION FEE	HIGH IMPACT LESS THAN 10 DAYS IN ADVANCE - \$500 LOW IMPACT LESS THAN 5 DAYS IN ADVANCE - \$250			
USE OF CITY PROPERTY	\$250 Daily Minimum			
LANE CLOSURES/ITC	\$180 Daily Minimum			
STREET CLOSURES	\$500.00 Per Street Minimum (12 hours)			
PARKING SPACES	\$7 - \$25 each (varies by location)			
OFF-DUTY POLICE VEHICLES	\$35 Day each			
OTHER				
OTHER				

Fire Marshal Office Requirements:

APPLICABLE CODES

All filming and production must comply with all applicable State laws and City ordinances. The applicable laws and ordinances include but are not limited to the following:

- Official Code of Georgia Annotated (OCGA) Title 25
- Rule 120-3-3 Rules and Regulations for The State Minimum Fire Safety Standards
- Marietta City Code Chapter 2-6 Fire Prevention and Protection
- NFPA 140 Standard on Motion Pictures and Television Production, Studio Soundstages, Approved Production Facilities, and Production Locations
- NFPA 1123 Standard on Fireworks Displays
- Rule 120-3-22 Rules and Regulations for Manufacturing, Storage, Sales, Exhibitions, and Displays of Fireworks and Pyrotechnics, Use of Flame Effects Before a Proximate Audience

LOCATION/SITE INFORMATION

Check **Yes** or **No** for each item that will be used during setup or administration of this film.

Y ☐ N ☐ A Commercial Tenant Space (occupied or vacant)

Y ☐ N ☐ Tent*, Canopy, Modular Building, or Trailer

Y ☐ N ☐ Food Truck or Cooking Trailers

Y ☐ N ☐ Cooking, Grilling, or Frying when feeding crew

Y ☐ N ☐ Generators*

☐ Specify Other: _____

The number and size of modular buildings or temporary structures such as tents must be detailed on the plans. The level of cooking must also be noted on the plans.

SPECIAL EFFECTS

Check **Yes**, **No**, or **Maybe** for each special effect that will be utilized

Y ☐ N ☐ M ☐ Aircraft/Drone

Y ☐ N ☐ M ☐ Animals

Y ☐ N ☐ M ☐ Burn Barrels

Y ☐ N ☐ M ☐ Stunts

Y ☐ N ☐ M ☐ Construction

Y ☐ N ☐ M ☐ Explosions

Y ☐ N ☐ M ☐ Gun Shots, Squibs

Y ☐ N ☐ M ☐ Welding

Y ☐ N ☐ M ☐ Vehicle in Building

Y ☐ N ☐ M ☐ Pyrotechnics* including cold sparks

Y ☐ N ☐ M ☐ Flame Effects*: Candles, Matches, Lighters, Fire Balls, Open Flames, Sparks

Y ☐ N ☐ M ☐ Flammable/Combustible Gasses

Y ☐ N ☐ M ☐ Flammable/Combustible Liquids

☐ Other Effects: _____

Provide a detailed description of the effect for any items marked "Yes". Some of the effects listed above may require additional review and/or permits (see Special Permits).

SPECIAL PERMITS

*Separate permits are required for tents, pyrotechnics including cold sparks, flame effects, mobile food preparation vehicles (food trucks), and generators. The permit applications are provided on the City of Marietta's applications page [SagesGov.](#)

FIRE PROTECTION AND LIFE SAFETY SYSTEMS

Indicate **Yes**, **No** or **Maybe** if any of following systems will be affected during the set/up or film production

Y ☐ N ☐ M ☐ Fire Sprinkler System

Y ☐ N ☐ M ☐ Fire Alarm System

Y ☐ N ☐ M ☐ Smoke Control System

☐ Other Systems: _____

INSPECTIONS

Certain location set ups will require an inspection by the Marietta Fire Marshal's Office (FMO) prior to the use of the set up. Inspections include but are not limited to tents, food truck locations, and generators. Inspections must be coordinated with the FMO Special Events team.

FIRE SAFETY OFFICER REQUIREMENTS

A Fire Safety Officer (FSO) will be required for certain special effects (flame effects, pyrotechnics), fire protection or life safety system being out of service or bypassed, where requested by production, or when required by the Fire Marshal or his or her designee. A FSO may also be required for special circumstances such as a production set up or special effect not meeting the prescriptive codes or standards

At a minimum the FSO must be a certified fire inspector with the State of Georgia and be employed with Authority Having Jurisdiction. The FSO minimum rate is \$75 per hour for a minimum of four (4) hours. The rate is subject to change due to staffing levels, holidays, or expedited request. Any request for FSO less than five (5) business days will be considered an expedited request.