

DEPARTMENT OF PARKS AND RECREATION

Michael Hamm, CPRP - Director



CITY OF SAINT PAUL

Mayor Melvin Carter

400 City Hall Annex
25 West 4th Street
Saint Paul, Minnesota 55102

Telephone: 651-266-6400
Facsimile: 651-292-7311
www.stpaul.gov/parks

PHOTO/FILM PERMIT APPLICATION

Date of Application: _____

Production Company:	
Contact Name:	Phone:
Street:	Email:
City, State, Zip:	Website:

Location of Shoot:	
Type of Organization:	<input type="checkbox"/> Profit <input type="checkbox"/> Non-profit <input type="checkbox"/> Gov't <input type="checkbox"/> Public TV
Type of Filming:	<input type="checkbox"/> Commercial <input type="checkbox"/> Still Shoot <input type="checkbox"/> Movie
<input type="checkbox"/> Still (Photo Shoot) <input type="checkbox"/> (Live) Film Shoot	Type of Impact: <input type="checkbox"/> Low <input type="checkbox"/> Med <input type="checkbox"/> High
<i>Description of Photo Shoot and if any sound/amplification will be used and what hours sound will be used:</i>	

Filming Date:	Filming Time: From _____ a.m./p.m. To _____ a.m./p.m.
Number of: Crew _____	Actors _____ Extras _____ Spectators _____ Total: _____
➤ Permit Fee: \$ _____ (Payment of all fees must be paid prior to your event.)	

- Use of park areas and/or facilities requires a facility use permit.
- Go to <http://www.stpaul.gov/ParkFilmPermits> to obtain the fee schedule.
- Liability Insurance required, listing the City of St. Paul as an additional insured (\$1,500,000/occurrence, \$3,000,000 in aggregate).
- If you have questions, you can call the City of Saint Paul Parks and Recreation permits office at 651-266-6400.

FOR OFFICE USE ONLY: Cash\$ _____ Check# _____ /Amount \$ _____		Initials: _____
Credit Card Type: <input type="checkbox"/> V <input type="checkbox"/> M <input type="checkbox"/> D <input type="checkbox"/> AE	Number: _____	Exp. Date: _____



CAPRA Accreditation

AA-ADA-EEO Employer



National Gold Medal Award