



# CLEVELAND HEIGHTS

**40 SEVERANCE CIRCLE • CLEVELAND HEIGHTS, OHIO 44118 • 216-291-3737**

## **PERMIT APPLICATION REQUEST**

### **GENERAL PERMIT INFORMATION**

Production Title: \_\_\_\_\_

Type of Production: \_\_\_\_\_

### **Production Company Information**

Company Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

### **Insured Company Information**

Company Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

### **Location Manager**

Name: \_\_\_\_\_

Cell: \_\_\_\_\_

Office: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### **Location Assistant**

Name: \_\_\_\_\_

Cell: \_\_\_\_\_

Office: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Producer:** \_\_\_\_\_

**1<sup>st</sup> AD:** \_\_\_\_\_

**Director:**

\_\_\_\_\_

### **Permit Service Company Information**

Company Name: \_\_\_\_\_

Representative: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Production Manager:**

\_\_\_\_\_

## PERMIT APPLICATION REQUEST (Location 1)

### Location Description

Type of Location: (home, apt, office, warehouse, etc.) \_\_\_\_\_

Open: \_\_\_\_\_ Closed: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Dates

Prep Date(s) & Time(s):

\_\_\_\_\_

\_\_\_\_\_

Filming Date(s) & Time(s):

\_\_\_\_\_

\_\_\_\_\_

Strike Date(s) & Times(s):

\_\_\_\_\_

\_\_\_\_\_

Hold Date(s) & Time(s):

\_\_\_\_\_

\_\_\_\_\_

### Equipment on Location

Type	Quantity	Type	Quantity	Type	Quantity
5 or 10 Ton Trucks	_____	Beebe Light/Nite Sun	_____	Camera Cars	_____
Cast/Crew Vehicles	_____	Condors	_____	Cranes	_____
Cube Trucks	_____	Generator	_____	Honey Wagons	_____
Motor Homes	_____	Picture Vehicles	_____	Portable Restrooms	_____
Process Trailer	_____	Scissor Lifts	_____	Semi Trucks	_____
Stakebed Trucks	_____	Vans	_____		_____

### Personnel On Location

Type	Quantity
Audience Members	_____
Cast	_____
Crew	_____
Extras	_____

Where are extras holding? \_\_\_\_\_



**PERMIT APPLICATION REQUEST**  
(Location 1)

**Filming Activities (brief description)**

**Gunfire**

Shot Type	Load Type	# Takes Per Day	# Times Per Take
___ Automatic	_____	_____	_____
___ Semi Automatic	_____	_____	_____
___ Single Shot	_____	_____	_____
___ Non Gun	_____	_____	_____

Description of Gunfire:

**Special Effects**

F/X Permit Number: \_\_\_\_\_

Type	# Takes Per Day	# Times Per Take
___ Breaking Glass	_____	_____
___ Bullets/Squib Hits	_____	_____
___ Bum Barrels	_____	_____
___ Car Explosion	_____	_____
___ Dust Hits	_____	_____
___ Explosion	_____	_____
___ Fire Ball	_____	_____
___ Fire Bars	_____	_____
___ Fire Effects	_____	_____
___ Sparks	_____	_____
___ Other _____	_____	_____

Description of F/X scene:



**PERMIT APPLICATION REQUEST**  
(Location 1)

**Base Camp / Crew Parking**

**Base Camp**

Location Type: \_\_\_\_\_ Address: \_\_\_\_\_

**Crew Parking**

Location Type: \_\_\_\_\_ Address: \_\_\_\_\_

**Posted Parking / Closures**

Posting “No Parking” signs:  
(please indicate side of the street: N/S–north side, E/S-east side, S/S-south side, W/S-west side, B/S-both sides.)

Lane / Full Closure (Map)



## PERMIT APPLICATION REQUEST (Location 2)

### Location Description

Type of Location: (home, apt, office, warehouse, etc.) \_\_\_\_\_

Open: \_\_\_\_\_ Closed: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Dates

Prep Date(s) & Time(s):  
\_\_\_\_\_

Filming Date(s) & Time(s):  
\_\_\_\_\_

Strike Date(s) & Times(s):  
\_\_\_\_\_

Hold Date(s) & Time(s):  
\_\_\_\_\_

### Equipment on Location

Type	Quantity	Type	Quantity	Type	Quantity
5 or 10 Ton Trucks	_____	Beebe Light/Nite Sun	_____	Camera Cars	_____
Cast/Crew Vehicles	_____	Condors	_____	Cranes	_____
Cube Trucks	_____	Generator	_____	Honey Wagons	_____
Motor Homes	_____	Picture Vehicles	_____	Portable Restrooms	_____
Process Trailer	_____	Scissor Lifts	_____	Semi Trucks	_____
Stakebed Trucks	_____	Vans	_____		_____

### Personnel On Location

Type	Quantity	
Audience Members	_____	
Cast	_____	
Crew	_____	
Extras	_____	Where are extras holding? _____



# PERMIT APPLICATION REQUEST

(Location 2)

## Filming Activities (brief description)

### Gunfire

Shot Type	Load Type	# Takes Per Day	# Times Per Take
___ Automatic	_____	_____	_____
___ Semi Automatic	_____	_____	_____
___ Single Shot	_____	_____	_____
___ Non Gun	_____	_____	_____

Description of Gunfire:

### Special Effects

F/X Permit Number: \_\_\_\_\_

Type	# Takes Per Day	# Times Per Take
___ Breaking Glass	_____	_____
___ Bullets/Squib Hits	_____	_____
___ Bum Barrels	_____	_____
___ Car Explosion	_____	_____
___ Dust Hits	_____	_____
___ Explosion	_____	_____
___ Fire Ball	_____	_____
___ Fire Bars	_____	_____
___ Fire Effects	_____	_____
___ Sparks	_____	_____
___ Other _____	_____	_____

Description of F/X scene:



**PERMIT APPLICATION REQUEST**

(Location 2)

**Base Camp / Crew Parking**

**Base Camp**

Location Type: \_\_\_\_\_ Address: \_\_\_\_\_

**Crew Parking**

Location Type: \_\_\_\_\_ Address: \_\_\_\_\_

**Posted Parking / Closures**

Posting “No Parking” signs:

(please indicate side of the street: N/S–north side, E/S-east side, S/S-south side, W/S-west side, B/S-both sides.)

Lane / Full Closure (Map)



**PERMIT APPLICATION REQUEST**  
(Location 3)

**Location Description**

Type of Location: (home, apt, office, warehouse, etc.) \_\_\_\_\_

Open: \_\_\_\_\_ Closed: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Dates**

Prep Date(s) & Time(s):  
\_\_\_\_\_  
\_\_\_\_\_

Filming Date(s) & Time(s):  
\_\_\_\_\_  
\_\_\_\_\_

Strike Date(s) & Times(s):  
\_\_\_\_\_  
\_\_\_\_\_

Hold Date(s) & Time(s):  
\_\_\_\_\_  
\_\_\_\_\_

**Equipment on Location**

Type	Quantity	Type	Quantity	Type	Quantity
5 or 10 Ton Trucks	_____	Beebe Light/Nite Sun	_____	Camera Cars	_____
Cast/Crew Vehicles	_____	Condors	_____	Cranes	_____
Cube Trucks	_____	Generator	_____	Honey Wagons	_____
Motor Homes	_____	Picture Vehicles	_____	Portable Restrooms	_____
Process Trailer	_____	Scissor Lifts	_____	Semi Trucks	_____
Stakebed Trucks	_____	Vans	_____		_____

**Personnel On Location**

Type	Quantity	
Audience Members	_____	
Cast	_____	
Crew	_____	
Extras	_____	Where are extras holding? _____





**PERMIT APPLICATION REQUEST**  
(Location 3)

**Filming Activities (brief description)**

**Gunfire**

<b>Shot Type</b>	<b>Load Type</b>	<b># Takes Per Day</b>	<b># Times Per Take</b>
___ Automatic	_____	_____	_____
___ Semi Automatic	_____	_____	_____
___ Single Shot	_____	_____	_____
___ Non Gun	_____	_____	_____

Description of Gunfire:

**Special Effects**

F/X Permit Number: \_\_\_\_\_

<b>Type</b>	<b># Takes Per Day</b>	<b># Times Per Take</b>
___ Breaking Glass	_____	_____
___ Bullets/Squib Hits	_____	_____
___ Bum Barrels	_____	_____
___ Car Explosion	_____	_____
___ Dust Hits	_____	_____
___ Explosion	_____	_____
___ Fire Ball	_____	_____
___ Fire Bars	_____	_____
___ Fire Effects	_____	_____
___ Sparks	_____	_____
___ Other _____	_____	_____

Description of F/X scene:



**PERMIT APPLICATION REQUEST**

(Location 3)

**Base Camp / Crew Parking**

**Base Camp**

Location Type: \_\_\_\_\_ Address: \_\_\_\_\_

**Crew Parking**

Location Type: \_\_\_\_\_ Address: \_\_\_\_\_

**Posted Parking / Closures**

Posting "No Parking" signs:

(please indicate side of the street: N/S-north side, E/S-east side, S/S-south side, W/S-west side, B/S-both sides.)

Lane / Full Closure (Map)

