



“FILM IN MONMOUTH”

SPECIAL EXCEPTION FILM PRODUCTIONS: PERMIT APPLICATION

1. Contact information

Production Company:

Name:

Address:

Website:

Contact Name:

Phone Number:

Email:

Person Filling out the Permit Application:

Check here if same as above, otherwise continue below:

Name:

Title:

Address:

Phone Number:

Email:

Person in Charge On-site

Check here if same as above, otherwise continue below:

Name:

Title:

Phone:

Email:



FILM PERMIT APPLICATION for SPECIAL EXCEPTION FILM PRODUCTIONS

2. Production Type

Select one of the following:

- a student film
- a non-profit entity
- government agency or public educational institution
- other (provide details):

3. Requested Filming Location Details

Location/Site:

Filming Date(s) & Time(s):

Alternate/Rain Date(s) & Time(s)

Production Hours: From: To:

Number of people on site for production:

Brief description of the scene(s) to be filmed: (100-word limit)

4. Will this request create a disruption to public access or services on the site.

Yes No If Yes, please explain: (100-word limit)

5. Attestations (check all 3)

I have read, understand, and agree to all the conditions of the Monmouth County Film in Monmouth Code of Conduct that apply to Special Exception Film Productions.

I attest that the Notice of Filming and notification requirements will be satisfied as a condition of filming.



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A special thanks to the Monmouth County Board of County Commissioners and the Film in Monmouth Logo will be included in the final credits. If a county park is used, the Monmouth County Park System logo will also be included in the final credits.

6. Production Waiver

Identify the specific Code of Conduct Waiver you are requesting and provide a reason for this request: (100-word limit)

7. Insurance Certificate

A copy of the Certificate of Insurance for \$1 million citing "Monmouth County, its officers, and employees are included as additional insureds" must be submitted and received by the Approving Agent (Clerk of the Board) prior to issuance of the FIM Permit.

8. Any additional notes you would like to include with this application: (200-word limit)

Production may begin once the permit has been issued by the Approving Agent.



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Note: *The FIM Permit must be available on-site during production.*

Disclaimer: Eligible filming locations designated by the County are public facilities owned, operated, or managed by the County and are used to conduct official government business, deliver programs and services to the public—including services for minors—or serve as workplaces for government employees. Accordingly, any permit issued for filming at such locations is conditioned upon the Permittee ensuring that the content is reasonably consistent with community standards, expectations, and lawful uses associated with these civic facilities, their intended governmental function, and public purpose. Furthermore, the County reserves the discretionary authority to deny, condition, or revoke a permit for a Permittee's noncompliance with the Film in Monmouth Code of Conduct.

Email to: FilmInMonmouth@co.monmouth.nj.us

Permit applications may also be submitted in person during normal business hours (M-F, 8:30 a.m. to 4:30 p.m., excluding holidays):

Monmouth County Clerk of the Board of County Commissioners
Hall of Records
1 East Main Street, Freehold, NJ 07728
732-431-7387

