



## FILM & VIDEO, STILL PHOTOGRAPHY & B-ROLL PERMIT APPLICATION

### Director Park & Gateway Discovery Park

#### CONTACT INFORMATION

Production Company (Name on Insurance): \_\_\_\_\_

Main Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Main Contact Address: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Day of Shoot Contact Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

#### FILM DETAILS

Type of production:       Film/Video Shoot       Still Shoot       B-Roll

Subject of production: \_\_\_\_\_

Number of crew members:      Cast: \_\_\_\_\_      Crew: \_\_\_\_\_

Number of vehicles: \_\_\_\_\_      Type of vehicles: \_\_\_\_\_

Will you have on-site catering? \_\_\_\_\_ If Yes, explain: \_\_\_\_\_

Will you have canopies or tents?       Yes       No      If Yes, # & Size: \_\_\_\_\_

Will you have amplified sound?       Yes       No

#### DATES & PARK

Park Name:       Director Park       Gateway Discovery Park       Holladay Park

What location(s) in the park would you like to use? \_\_\_\_\_

- In Director Park, the Travel Portland Upper Terrace is only available with tenant approval.
- In Director Park, the parking garage elevator and stairwell structures are not available without advanced approval.

SHOOT Date(s): \_\_\_\_\_ Set-up Time: \_\_\_\_\_ Film Time: \_\_\_\_\_ Take Down Time: \_\_\_\_\_

- For large film shoots, an on-site meeting will be required in advance to discuss the logistics of the shoot.

Rain Date(s): \_\_\_\_\_ Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

- For each date booked, you receive a free rain date. You may use either the SHOOT or the RAIN date, not both.

#### ACTIVITIES

- |                                     |   |                                      |                                       |
|-------------------------------------|---|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Drive By   | <input type="checkbox"/> Set Construction | <input type="checkbox"/> Electricity | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Explosions | <input type="checkbox"/> Car Stunt        | <input type="checkbox"/> Tow Shots   | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Wet Downs  | <input type="checkbox"/> Stunts           | <input type="checkbox"/> Animals     | <input type="checkbox"/> Other: _____ |

Please give a detailed event description, describing the location within the park, any equipment to be brought into the park (i.e camera equipment, lighting equipment, dolly track, etc. Please attach additional pages if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Permittees may not arrive before 7am in Director & Gateway Discovery due noise impacts on residences & hotels.

#### NON-REFUNDABLE APPLICATION FEE

- \$121.75 submitted 4 business days or more      • \$242.50 submitted 3 business days or less

#### HOW TO SUBMIT APPLICATION

Phone:      Application fee rental fees may be paid over the phone with credit card or mailed.

Email:      Director Park:      Directorpark@portlandoregon.gov  
Gateway Discovery Park:      Gatewaydiscoverypark@portlandoregon.gov

Mail:      Director & Gateway Discovery Park:      2909 SW 2nd Ave., Portland, OR 97201

Questions:      Director Park:      503-823-8087  
Gateway Discovery Park:      503-823-4116  
PP&R Customer Service Center:      503-823-2525 - All other PP&R permitted parks