



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

## Director Park, Gateway Discovery Park & Holladay 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 cafe area upper terrace is not available without advanced approval from tenant.
- In Director Park, the parking garage elevator and stairwell structures are not available without advanced approval.
- Gateway Discovery Park is a new park opening May/June 2018 at 106th & NE Halsey.
- In Holladay Park, during the summer months and during Spring Break, the middle of the park is programmed.

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

Drive By       Set Construction       Electricity       Other: \_\_\_\_\_

Explosions       Car Stunt       Tow Shots       Other: \_\_\_\_\_

Wet Downs       Stunts       Animals       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 & Holladay Park due noise impacts on residences & hotels.

### NON-REFUNDABLE APPLICATION FEE

- \$117 submitted 4 business days or more
- \$234 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 & Holladay Park:      Directorpark@portlandoregon.gov

                 Gateway Discovery Park:      Gatewaydiscoverypark@portlandoregon.gov

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

Questions:      Director Park & Holladay Park:      503-823-8087

                 Gateway Discovery Park:      503-823-4199/971-275-3081

                 PP&R Customer Service Center:      503-823-2525 - All other PP&R permitted parks