

ISSUANCE OF THE PERMIT WILL BE TO THE FOLLOWING CONDITIONS:

- 1. Traffic shall be controlled by officers of the Department of Public Safety. Any traffic control devices required by the Department of Public Safety will be provided by the permittee at their expense.
- 2. There will be no significant interferences of traffic flow.
- 3. During any filming on state highways, a Department of Public Safety officer or officers **must be present at all locations at all times.**
- 4. The permittee shall notify the respective District Engineer or his designated employee three (3) days in advance of the event.

(CONTACT TABLE BELOW TO BE COMPLETED BY ADOT)

CONTACT: _____

FOR: _____

TELEPHONE: _____

BEFORE: _____

It will be the responsibility of the permittee to coordinate all the activities with the District Engineers or their designated employee and the Department of Public Safety.

- 5. There is to be no filming on state highways before sunrise or after sunset except as specified in paragraph 8 of this permit.
- 6. If the filming is to be done on county or city streets, it will be the responsibility of the permittee to obtain approval from the respective jurisdiction.
- 7. The permittee is responsible for all costs to repair, restore or clean the site and leave the road in as good condition as it was prior to filming. Failure to do the aforementioned work may require the Arizona Department of Transportation to restore the road with any available means to protect the traveling public. **All costs incurred shall be reimbursed by the permittee.**
- 8. This permit is revocable and subject to modification or abrogation at any time without prejudice.

ARIZONA DEPARTMENT OF COMMERCE
ARIZONA DEPARTMENT OF TRANSPORTATION

STATE HIGHWAY FILM PERMIT
Instructions

The attached application form for a film permit is issued by the Arizona Dept. of Transportation, through the Arizona Motion Picture Office, and is required for filming on **STATE** highways in Arizona.

THIS PERMIT DOES NOT APPLY TO NON-STATE ROADWAYS WITHIN INCORPORATED CITIES, COUNTY ROADWAYS, FEDERALLY CONTROLLED FOREST ROADS, OR PRIVATE LANDS. Before completing this form, be sure your location is a state or US highway.

Complete the first page of the application completely.

REF: "MILEPOST"

If you do not know the **milepost** locations where you wish to film, the Arizona Film Office will complete this portion for you.

REF: "DESCRIPTION OF FILMING ACTIVITY."

Please provide enough specific information about the kind of activity you plan to do on/along the roadway. In particular, be sure to note if you wish to move, alter, or otherwise influence any roadway signs or the pavement; whether filming will require any objects (cars, etc.) to be placed stationary on the pavement; use of any special or large filming equipment; if racing or stunt activity will occur, etc. Signage meeting federal & state standards may be required, at production company expense, for any filming on a highway.

REF: THE SIGNATURE PAGE.

Two signatures are required. A signature is required on the "Signature of Responsible Party" and "Signature of Applicant" line. Sign on each line even if the name is the same.

INSTRUCTIONS FOR INSURANCE CERTIFICATE

ALL PRIMARY INSURERS MUST BE APPROVED TO WRITE THE TYPE OF INSURANCE SPECIFIED. UNDER ARIZONA LAW, COVERAGE BY ARIZONA GOVERNMENT IS "EXCESS COVERAGE".

MANDATORY Limit of liability: General and Automobile - Minimum \$1,000,000 (One Million)

MANDATORY Certificate must show the following as additionally insured:

State of Arizona
AZ Dept. Of Commerce
AZ Dept. of Transportation
AZ Dept. of Public Safety

MANDATORY "Description of Operations/Contract/Event" category must show:
"Certificate holder is hereby named as additionally insured".

Arizona Worker's Compensation Insurance

or reciprocal coverage from another state, **must be noted on the certificate if you hire Arizona residents for any position.** Policy number plus effective dates, with minimum coverage of \$100,000 for each incident **is required.**

Automobile Liability must show EITHER:

the category of **"Any Auto"**, or all three categories of **"ALL OWNED AUTOS"**, **"HIRED AUTOS"**, and **"NON OWNED AUTOS."**

Traffic Control Plan

May be required and, if so, its use is **MANDATORY** All traffic control plans will conform to Federal Uniform Code of Traffic Control Devices

Approval of permits and insurance coverage is granted through the Arizona Dept. of Transportation. **A MINIMUM OF 5 BUSINESS DAYS IS REQUIRED FOR PROCESSING. Forward your completed application to, and for any assistance with requirements contact:**

Arizona Dept of Commerce
State of Arizona Film Office
1700 W. Washington, Ste. 220, Phoenix, AZ 85007
602.771.1193 Fax 602.771.1211
800.523.6695 www.azcommerce.com/film

TRAFFIC CONTROL REQUIREMENTS

In any circumstances where you will be filming on a public roadway, traffic control by police officers is required. Each city, county, and the State of Arizona have different requirements and processes to accommodate this requirement. Some jurisdictions have a permit process for this circumstance and others do not.

BEFORE ATTEMPTING TO OBTAIN A PERMIT TO FILM ON A PUBLIC ROADWAY YOU MUST DETERMINE WHICH POLITICAL JURISDICTION CONTROLS THAT LOCATION.

The State of Arizona Film Office can assist in referring you to the proper authority.

If you are planning to film on a state or federally controlled highway (other than in a national park, national forest, or national recreation area), the Arizona Film Commission processes the film permit through the Arizona Department of Transportation. Still, there are varying jurisdictional conditions that may alter the standard procedure.

In general, if you are **outside a city on a state or federal highway, a state permit is required.**

In some cities, however, state/federal roads inside the city are still under the control of the state. A state permit may be required even though you have made arrangements with city authorities.

With some exceptions, all filming on a state or federal highway require traffic control by the **Arizona Department of Public Safety** (Highway Patrol). Depending on your location(s), they will need at least **three days** to make arrangements.

To obtain off-duty DPS officers anywhere in the state, please refer to page 5 of this permit application. To obtain a list of companies that provide MUTCD approved Traffic Control Plans and other barricade services please refer to page 6 of this permit application.

(contacts reflected on pages 5 and 6 of this document are private businesses. Their inclusion in this form does not in any way constitute an endorsement from the state. If you are a business that provides these services and wish to be included in future applications please contact the State of Arizona Film Office)

If your project will require Intermittent Traffic Control (ITC) or will impede the natural flow of traffic you are required to submit a Traffic Control Plan (TCP) along with your initial permit application. Upon approval of your highway permit you will be required to have off-duty officers present during shoot days or as otherwise noted by ADOT. Off Duty officers may be arranged through the private, third party companies listed below. **NOTE - It is the responsibility of the production company to coordinate off duty officers for shoot days.**

Company Name	Zip Code	Phone #	Website
Law Enforcement Specialist, Inc.	85318	623..825.6700	http://www.offdutypoliceofficers.com
Right Choice	85318	623.334.2740	
Traffic Control Management, LLC	85070	480.659.6717	
Arizona Police Services	85066	602.399.2816	http://azpoliceservices.com

This list represents private companies the State of Arizona Film Office is aware of. It is in no way an endorsement of their individual services or competency. If we have neglected to list any Arizona based company please feel free to email kenc@azcommerce.com with your company's details.

If your project will require Intermittent Traffic Control (ITC) or will impede the natural flow of traffic you are required to submit a Traffic Control Plan (TCP) along with your initial permit application. A TCP can be obtained through one of the barricade companies listed below.

COMPANY NAME	ADOT- District	Phone #
Highway Technologies	FLAGSTAFF	928.526.1646
NES Traffic Safety	FLAGSTAFF	(928)526 - 1077
United Rentals	FLAGSTAFF	928-526-3287
Red Rock Rentals	FLAGSTAFF/SEDONA	928-282-5313
United Hwy Technologies	KINGMAN	(928)768-0123
Apache Barricades	PHOENIX	602-258-6737
Bob's Barricades, Inc.	PHOENIX	602-272-3434
NES Rentals	PHOENIX	(602) 757-8484
Road Safe	PHOENIX	602.243.1218
Statewide Barricade Services	PHOENIX	602-254-1188
Trafficade	PHOENIX	602-431-0911
Ajax Barricade Co	TUCSON	520-741-8340
Bob's Barricades Inc	TUCSON	(520) 792-0512
NES Rentals	TUCSON	(520)293 - 7777
Trafficade	TUCSON	520-624-0465
United Rentals	TUCSON	520-882-0045

This list represents private companies the State of Arizona Film Office is aware of. It is in no way an endorsement of their individual services or competency. If we have neglected to list any Arizona based barricade company please feel free to email kenc@azcommerce.com with your company's details.

Please include the following statement in the "Description of Operations" section of your certificate of insurance:

"The State of Arizona, ADOT, its departments, employees, boards, commissions, officers and agents shall be named as additional insureds with respect to liability arising out of any and all activities that in any way contribute to the planning, furtherance, execution or completion of listed permit whether performed by or on behalf of listed permittee.

Policy shall contain a waiver of subrogation against the State of Arizona, departments, employees, boards, commissions, universities and its officers, officials, agents and employees for losses arising from work performed by or on behalf of the permittee.

IT IS FURTHER AGREED THAT NO POLICY SHALL EXPIRE, BE CANCELLED OR MATERIALLY CHANGED TO AFFECT THE COVERAGE AVAILABLE TO THE STATE WITHOUT THIRTY (30) DAYS WRITTEN NOTICE TO THE STATE. THIS CERTIFICATE IS NOT VALID UNLESS COUNTERSIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE INSURANCE COMPANY."

This language is mandatory.

**Arizona Department of Transportation
Intermodal Transportation Division**

Maintenance Permits Services
2739 E. Washington Street
Phoenix, Arizona 85034
602.712.7386

DEPARTMENT USE ONLY

Received:

#:

Permit Granted:

Permit Denied:



STATE HIGHWAY FILM PERMIT APPLICATION

processed through the

Arizona Department of Commerce

1700 W. Washington Street, Suite 220, Phoenix, Arizona 85007
Phone: 602.771.1193 Fax: 602.771.1211

Toll: 800.523.6695

Web: www.azcommerce.com/film



**ARIZONA DEPARTMENT
OF COMMERCE**

The center for economic advancement

**Please complete the Applicant information (print) and sign this agreement.
A Completed copy of the permit will be sent to you.**

Please Print

Company: _____

Permit Applicant: _____

Address, City, State, Zip: _____

Phones: Bus: _____

Local: _____

Fax: _____

ADOC Project#

(internal use only)

THE PERMITTEE AGREES TO : Assume all legal liability and financial responsibility for the filming activity, including indemnify, defend, and hold ADOT and the State of Arizona and any of it's agents, directors, officers, employees harmless from and against any and all claims, actions, losses, liabilities, costs, damages, or expenses, including court costs, reasonable attorney's fees, and costs of claim processing and investigation, arising out of bodily injury or death of any person, or tangible or intangible property damage, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts, or omissions of the Permittee, any of its directors, officers, agents, employees, or volunteers, or its contractor or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the contractor's failure to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. The Permittee is not responsible for claims arising solely from ADOT's negligent or willful acts or omissions.

As a representative and responsible person while on location in Arizona of

Company Name

By signing this application, the signer acknowledges that the information given and statements made in this application are true and correct to the best of his/her knowledge. By accepting an approved permit, the Permittee agrees to the requirements described in the permit, to be responsible for all permit requirements, and to comply with ADOT's requirements as set out in the permit. An approved permit consists of this application, final supporting documentation approved by ADOT, and any requirements set by ADOT.

Signature of Responsible Party & Title

Signature of Applicant & Title

THIS PERMIT IS APPROVED FOR THE PURPOSE EXPRESSED IN THIS APPLICATION SUBJECT TO THE REQUIREMENTS DESCRIBED IN THE PERMIT.

By: _____

Dated: _____