



**APPLICATION FOR USE OF RECREATION FACILITIES
BOULDER CITY PARKS AND RECREATION DEPARTMENT**

900 Arizona Street, Boulder City, NV 89005
Mailing Address: PO Box 61350, Boulder City, NV 89006
Phone (702) 293-9256 Fax (702) 293-9419

www.bcnv.org

Note: Please complete this application and return to the above address at least 7 days prior to use.

NAME OF ORGANIZATION OR INDIVIDUAL _____ APPLICATION DATE _____

FACILITY REQUESTED _____ Expected Attendance _____

IF MULTI-USE BLDG. IS KITCHEN TO BE USED? YES ___ NO ___ ELECTRICITY NEEDED: YES ___ NO ___

EVENT TITLE _____ TIME OF EVENT _____ AM to _____ AM
_____ PM to _____ PM

EVENT DATE(S) _____

Is this event open to the public? YES ___ NO ___ HOURS OPEN TO THE PUBLIC _____

Will alcohol be served during this time? YES ___ NO ___ Note: If alcohol is to be served, a liquor license may be required. Please contact the Boulder City Utilities Division at 293-9219 to obtain further information.

Are you requesting non-profit status? YES ___ NO ___ If yes, please include proof of non-profit status.

NOTE: THERE WILL BE A \$20.00 FEE FOR ALL KEYS LOST. NO VEHICLES ALLOWED ON GRASS.

The City of Boulder City reserves the right to cancel such use for any particular occasions by giving seven (7) days notice to the group ordinarily using the facility at that time.

The undersigned hereby agrees to be personally responsible, on behalf of the above-named organization, for any damage sustained by the facility or appurtenances thereto occurring through the occupancy of said facility (ties) by said organization and further agrees to conform to all the Rules and Regulations. If approval is made for the use of the facility (ties), it is understood that the facility (ties) will be left in a clean and orderly condition. If the facility (ties) is/are not cleaned, you or your organization may be charged an additional fee other than our retaining the cleanup deposit to clean the building. If applicable, all the lights will be properly extinguished; the door will be locked and the keys will be returned to the Boulder City Parks and Recreation Department the following workday.

On behalf of the above named organization or individual(s), I absolve and agree to hold harmless the City of Boulder City, its employees, officers or agents from any liability which may result from use of said facility.

PERSON APPLYING _____ ****
Print Name Signature

ADDRESS _____ CITY _____ STATE _____ ZIP _____

TITLE IN ORGANIZATION _____ E-Mail _____ Phone _____

FOR OFFICE USE ONLY

APPROVAL OF SUPERVISOR _____ Receipt Number _____

APPROVAL _____ User Fee _____
Parks and Recreation Director

KEYS TO BE PICKED UP: Numbers _____ *Cleanup Deposit _____

Date _____ Time _____ Miscellaneous _____

TOTAL _____

COMMENTS _____

*After event, please put all trash in dumpster. Please allow 2-3 weeks for refund of cleanup deposit.

Multi Use Building Key must be picked up Thursday prior to weekend usage!

White - Office* Blue - Applicant * Green - Police Dept. * Buff - Maintenance * Gold - Landscape

(Revised 1-09)

BOULDER CITY AREA FILM SHOOT

APPLICATION INFORMATION TO FILM IN THE CORPORATE LIMITS OF BOULDER CITY

DATE _____ LOCATION _____

ORGANIZATION _____

Contact and Phone # _____

ITEM	DATE RECEIVED	INITIALS
FACILITY USE FORM		
BOULDER CITY FILM PERMIT APPLICATION		
SPECIAL EVENTS LICENSE \$50.00		
SPECIAL EVENTS FEE \$50.00		
USE FEE PER DAY		
CLEAN-UP DEPOSIT \$200.00 A \$200 refundable clean up deposit is required. If the area is left clean, you will be refunded the deposit. If the area is not clean, your organization will be charged additional funds for cleaning the area.		
INSURANCE CERTIFICATE \$1,000,000 per incident with the City of Boulder City as additionally insured (minimum) \$3,000,000 per incident for any pyrotechnics. A certificate of insurance must be given to the City of Boulder City.		
POLICE DEPARTMENT/SECURITY Contact Officer Tiffany Driscoll at the Boulder City Police Department (293-9224) to go over security and traffic control. Your organization will be responsible for all costs associated with security for the event.		
FIRE/MEDICAL Contact Chief Kevin Nicholson of the Boulder City Fire Department for Medical and Pyrotechnic concerns (293-9228). Your organization will be responsible for all costs associated with EMT or fire related costs for the event.		
RESTROOMS Portable restrooms are required at your expense.		
OTHER		

All special event film shoots must be approved by the Boulder City Special Events Committee. You must adhere to Boulder City Resolution #972, which is available for your review. For more information, contact the Boulder City Parks and Recreation Department (702)293-9256 Fax (702)293-9419.

**BOULDER CITY PARKS AND RECREATION DEPARTMENT
CITY OF BOULDER CITY**

PHOTOGRAPHY PERMIT FEE SCHEDULE

Any person who takes photographs or motion pictures within the incorporated limits of the City of Boulder City which are intended for commercial use must apply for a permit from the Recreation Division. The Recreation Division will charge and collect the following fees for each use:

<u>CLASS</u>	<u>COMPANY SIZE</u>	<u>FEE PER DAY</u>
Class A	One Vehicle or 1 to 5 Persons	\$ 40.00
Class B	2 to 5 Vehicles or 6 to 24 Persons	\$ 150.00
Class C	6 to 10 Vehicles or 26 to 50 Persons	\$ 300.00
Class D	11 to 15 Vehicles or 51 to 75 Persons	\$ 400.00
Class E	16 to 20 Vehicles or 76 to 100 Persons	\$ 500.00
Class F	More than 20 Vehicles or More than 100 Persons*	\$ 500.00

***plus \$25.00 per vehicle per day over the first 20 vehicles, or \$500.00 per day plus \$150.00 per day per each group of 100 persons or a portion thereof.**

SPECIAL EVENTS APPLICATION	\$ 50.00
SPECIAL EVENTS FEE	\$ 50.00
REFUNDABLE CLEANUP DEPOSIT (if area left clean)	\$ 200.00

All organizations must comply with Ordinance #872 dealing with special events in Boulder City.

Attachment A

CITY OF BOULDER CITY FILM PERMIT "LOCATION WORKSHEET"

PRODUCTION TITLE: _____

FILMING DATE(S) _____ TIME(S): Setup: _____ Film: _____ Wrap: _____

Construction Prep Date/Time: (If applicable) _____ Strike Date/Time: _____

LOCATION OF FILMING: _____ No. Cast/Crew: _____

Location Detail: (check all that apply)

- Residential Property
- Commercial Property
- Governmental Property
- Public Right-of-Way
- On-Street Parking
- Private Property (w/pyro)
- Eldorado Valley

SUMMARY OF SCENE: (If multiple scenes, attach script for each scene.)

SCENE REQUIREMENTS: (check all that apply)

- Road Closures
- Lane Closures
- Internal Dialogue
- External Dialogue
- I.T.C. (3--5 min. max.)
- Running Shots
- Police Escort
- Pedestrian Disruptions
- Drive-bys
- Drive-ups/Aways
- Camera in Curb Lane
- Camera on Sidewalk
- Tow Shots
- Cranes
- Wet Down
- Dolly Track
- Drive w/Traffic Flow
- Scaffolding/Platforms
- Other Special Conditions/Requests: _____
- Special Effects: (Pyrotechnics, open flames, smoke, laser equipment:) DESCRIBE: _____

Est. No. of Vehicles/Equipment to be Used: Cast/Crew _____ Cars _____ Trucks _____ Vans _____ Camera Cars _____
Catering _____ Ancillary Vehicles _____ Motor Homes _____ Other _____

Staging Area Location: _____

*****PERMIT IS NOT VALID UNTIL THE BOULDER CITY POLICE DEPARTMENT HAS BEEN CONTACTED BY THE PRODUCTION COMPANY PRIOR TO THE FILMING EVENT*****

Approvals and Special Requirements:

BOULDER CITY POLICE: _____ DATE: _____

Special Requirements: _____

CITY FIRE DEPARTMENT (if Applicable): _____ DATE: _____

Special Requirements: _____

CITY OF BOULDER CITY: _____ DATE: _____
Public Works Parks and Recreation

Special Requirements: _____
FILMPERMITPRODUCTIONWORKSHEET.FORMS

