

CIVIC CENTER PERMITS FILMING AND SERVICES FEES

Filming

There is a non-refundable application fee of \$75.00 for filming. There is a \$2,000.00 security deposit (refundable pending condition of site on date of departure). This covers all specified facilities at the school site. There is a \$3,000.00 filming fee for the first 8 hours. Each additional hour is \$300.00 per hour.

Prep and Strike

There is a \$1,500.00 prep fee and a \$1,500.00 strike fee for the first eight (8) hours per day. There is a \$150.00 charge for each additional hour for prep and a \$150.00 charge for each additional hour for strike. Hold fee is \$1000 per date requested.

The District may assess additional fees to cover employee and/or other costs. Filming requires custodial overtime services at \$35.00 per hour for the entire set up, filming and strike time, plus additional hours are added for clean up.

Civic Center Permits Services

1) STIPULATIONS FOR USE OF BLAIR “C” CAMPUS VACANT LOT

- There is a weed-abatement fee of \$2,000.00 for the first day, \$500.00 for each additional day on permit issued. Non-refundable.

2) STIPULATIONS FOR FILM PRODUCTION USE

- On arrival to the school site, the film company is required to check in with the main office staff to confirm usage of the site.
- If for any reason named film company must enter a building, a representative must go to the main office and obtain clearance from the Office Manager, Head Custodian, or School Principal.
- Film Company is responsible for providing their own restroom. No use of school restrooms is allowed.
- Film Company is responsible for twenty four (24) hour, round the clock security for date(s)/time(s) on permit.
- No driving, parking, unloading, loading, etc. on grass/turf/track/etc. areas at any time.

3) STIPULATIONS FOR USE OF THE AUDITORIUM

- When auditorium use is requested a Stage Manager must be present to operate lights, curtains, etc. Stage Manager time shall be charged at \$26.00 per hour.

4) STIPULATIONS FOR USE OF CUSTODIAL SERVICES

- Overtime for Custodians will be charged based on need. The minimum time charged will be two (2) hours on weekdays and four (4) hours on weekends. Custodial overtime shall be charged at \$35.00 per hour.

5) STIPULATIONS FOR USE OF CAFETERIA OR SERVICE AREA

- Organization must specify “dining room only use,” “serving line use,” or “kitchen use.”
- Food Service staff must be employed for the duration of Cafeteria Service Area Usage. Number of Staff needed may vary depending on the size and duration of the event.
- Equipment is not to be operated by any person other than assigned Food Service Staff.
- No equipment shall be turned off or moved without prior approval and appropriate personnel assigned for that purpose.
- All movie production companies will deposit a stated amount (\$2,000.00) in case food service staff is required to turn on/off refrigeration during filming. Cost will cover possible service repair call and labor to move foods out/in.
- Utensils, small wares, paper goods, and food items belonging to the District are not authorized to be used unless prior written arrangement is made.
- When kitchen is used, a District Food Service employee must be present at all times including clean up time. Food Service time shall be charged at \$45.00 per hour.

6) STIPULATIONS FOR USE OF THE SWIMMING POOL AREA

- Whenever Swimming Pool is used, there must be a lifeguard on duty at all times. The District does not employ lifeguards so it cannot offer these services. However, the permittee must ensure that one is on duty the entire time the pool is in use.

7) STIPULATIONS FOR USE OF THE GYMNASIUM AREA

- Scoreboard Operator service fee is \$20.00 per hour. This will be in addition to the cost of the Gymnasium.
- No food or drinks permitted in the gymnasium at any time.
- Athletic shoes to be worn by players, no street shoes.
- All tables and chairs are to have rubber covers on legs if placed on the gymnasium floor.
- Access to exit doors must remain available at all times. No equipment, coolers, backpacks, chairs, or other items are to block the exit doors.

8) STIPULATIONS FOR USE OF THE FIELDS

- A Gatekeeper fee of \$28.00 will be charged per date of use.
- Due to inclement weather, you are to call the mudline at (626) 396-3600 x88901.
- Absolutely no parking or driving on any grass or track surface.
- No outside vendors
- No alcohol or tobacco use permitted on district property at any time.
- Portable restrooms will be provided and serviced by PUSD for a fee to be assessed to the permitted user.
- All trash must be picked up and receptacles emptied and all generated trash must be removed from site. Should the site be found in a trashy condition you will be charged a clean up fee of \$150.00 per day of use.
- Custodial services are available upon request for a fee of \$30.00 per hour with a four (4) hour minimum.