



INCORPORATED VILLAGE OF  
**Roslyn Harbor**

**APPLICATION FOR PERMISSION TO USE PROPERTY  
PUBLIC OR PRIVATE WITHIN THE VILLAGE OF ROSLYN HARBOR FOR THE  
PURPOSE OF MOVIE MAKING, TV FILMING, PHOTOGRAPHY, COMMERCIALS**

1. Name of Organization \_\_\_\_\_
2. Address \_\_\_\_\_ Telephone \_\_\_\_\_
3. Contact/Representative \_\_\_\_\_ Telephone \_\_\_\_\_
4. Description and Address of Property or Part Thereof to be Used \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Date(s) & Time of Use \_\_\_\_\_  
\_\_\_\_\_
6. Nature of Use \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Will the film activity exceed 24 persons appearing within any given scene? \_\_\_\_\_  
If yes, please refer to the additional insurance requirements.
8. Will there be any inherently dangerous activities? \_\_\_\_\_  
If yes, please refer to the additional insurance requirements.

Granting of the above application is based on the following conditions:

1. **INSURANCE:** Applicant is required to furnish a policy of general liability insurance, or certificate of general liability insurance, and shall name the Village of Roslyn Harbor as “additional insured”. Said policy or certificate shall be written with a limit of not less than One Million Dollars (\$1,000,000) for bodily injury per occurrence and One Hundred Thousand Dollars (\$100,000) for property damage. Under conditions in which the activity shall include or exceed the number of twenty-five (25) persons (whether said persons are under contract with aforementioned applicant or not), appearing within any given scene of said activity, the licensee shall provide a policy or certificate of general liability insurance, with a limit of not less than Two Million Dollars (\$2,000,000) for bodily injury per occurrence and Five Hundred Thousand Dollars (\$500,000) for property damage. Under conditions which are considered to be inherently dangerous activities, the applicant shall provide a policy or certificate of general liability insurance with a limit of not less than Five Million Dollars (\$5,000,000) for bodily injury per occurrence and One Million Dollars (\$1,000,000) for property damage. For the purpose of this application inherently dangerous activities shall include, but not be limited to:

a. The handling, explosion or detonation of any explosive device, material or combustible material such as dynamite.

b. The handling of any dangerous or poisonous animal, reptile or insect.

c. The engaging in the pursuit of another or others using an automobile, motorcycle, aircraft, motorboat, or any other similar motor powered vehicle.

d. The engaging in any activity, stunt or exhibition that a reasonable or prudent person would not engage in as constituting a danger too great to be risked by himself or others.

2. **DEPOSIT:** Applicant must deposit with the Village Clerk a cash bond or Letter of Credit to guarantee reconstruction or restoration of any public or private property damaged as a result of filming.

3. **INDEMNITY:** Applicant agrees to indemnify and hold harmless the Village of Roslyn Harbor, its agents, officers and employees against any and all claims, demands, causes of action, costs and liabilities of every kind and nature.

4. **PARKING REQUIREMENTS:** Applicant will find alternate parking areas other than parking on Village roads. The applicant will notify the Village where such vehicles are to be parked.

5. **NOTIFICATION:** Notices by certified receipt are to be sent to all residents within 300 feet of the filming site, the Nassau County Police Department – Sixth Precinct, the Glenwood Fire Department and the Roslyn Fire Department as to the use of firearms, explosive devices as well as other dangerous activities.

6. **FEE:** Application fee to be set by the Board of Trustees/and or the Mayor.

The following application is understood and agreed.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Print Name

**APPROVED** \_\_\_\_\_  
Mayor

**FEES RECEIVED** \_\_\_\_\_  
Village Clerk