Charter Township of Shelby
DEPARTMENT OF PARKS, RECREATION AND MAINTENANCE
Filming/Photo Shoot Agreement

PARTIES: The parties to this agreement are THE CHARTER TOWNSHIP OF SHELBY, a Michigan Municipality, 52700 Van Dyke Avenue, Shelby Township, MI 48316, and _____,
(name of company)

_____, _____, _____,
(address) (city) (state)

_____, who may be contact at: _____ or _____.
(zip code) (phone number) (e-mail address)

TERM: The term of this Agreement shall be for _____ day(s) commencing on _____, 20___ and ending on _____, 20___, between the hours of _____ and _____. Alternately, in the event of inclement weather, the term of the Agreement shall be _____ day(s) commencing on _____, 20___ and ending on _____, 20___, between the hours of _____ and _____.

SITE: The site requested is _____ Park. Exact location in park to be used for filming/photo shoot is _____.

PURPOSE: Please indicate purpose for filming/photos: Commercial for _____, Movie _____, Publication _____, Other _____.

COST: Fee assessed is $100 per day if request is received more than 48 hours in advance of beginning usage date. If request is received less than 48 hours in advance prior to usage date the fee is $250 per day. Payment is due upon submission of completed application and is non-refundable.

EQUIPMENT: Please list the type of equipment to be used and people on site for filming/photos.
Number of trucks _____ Number of people on site _____
NOTE: No trucks are permitted on any athletic field without prior approval by the Shelby Township Parks, Recreation and Maintenance Department. Other equipment and purpose for use _____
_____

SPECIAL REQUESTS: Please list any special requests made by applicant regarding usage for filming or photos. _____
_____

INSURANCE: An insurance certificate naming the Charter Township of Shelby as an additional named insured is required with this application. A policy of no less than $1 million is required.

RELEASE OF LIABILITY

_____ hereby agrees to release the Charter Township of Shelby from any and all liability, suits, claims, and demands of whatsoever nature that may arise out of or in connection with the filming and/or photographing and/or subsequent use, distribution, reproduction, publication, and/or assignment of the photographs and/or films pursuant to this Agreement. Furthermore, the above named agrees to conform to and abide by all applicable laws, statutes and ordinances of the Charter Township of Shelby, State of Michigan and accepts full responsibility for any damage to park property caused as a result of this use, throughout the term of this Agreement.

Upon approval of the Filming/Photo Shoot Agreement by the Charter Township of Shelby, the company, representatives, agents, contractors and independent contractors of the applicant are bound by the terms and conditions stated herein. If the company, representatives, agent, contractor or independent contractor fails to comply with the terms and conditions of the Agreement or misrepresents the purpose of use, the number of people or type of equipment to be utilized, at the discretion of the Township, the Agreement shall be null and void and the filming/photographing shall discontinue. Further, as liquidated damages, the fees paid will not be returned.

Name of Company _____ Representative _____

Signature of Representative _____ Date _____
Address _____ City _____ Zip Code _____
Phone _____ Fax _____
E-mail Address _____

FOR CHARTER TOWNSHIP OF SHELBY USE ONLY

Reviewed by _____ Approved _____ Denied _____
Notes _____