



# COMMERCIAL FILM VIDEO & PHOTOGRAPHY PERMIT APPLICATION



Metropolitan Board of Parks and Recreation for Nashville Tennessee and Davidson County

Mailing Address • P.O. Box 196340 Nashville, TN 37219-6340 Phone • 615-862-8446

Date of Application: \_\_\_\_\_

Date of Shoot: \_\_\_\_\_

Applicant / Event Representative Name: \_\_\_\_\_

Phone Number: (    ) \_\_\_\_\_ Email: \_\_\_\_\_

Agency/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone Number: (    ) \_\_\_\_\_ Email: \_\_\_\_\_

## Project Information

Metro Park or Park Facility requested: \_\_\_\_\_

Is there a specific area or venue within this park where you want to use? Provide details:

\_\_\_\_\_

Name of the Project: \_\_\_\_\_

Type of Shoot:  Video  Still Photography  Film (Movie or TV)  TV Commercial

Other (provide a description) \_\_\_\_\_

Anticipated Attendance: \_\_\_\_\_

Time of Shoot: \_\_\_\_\_ Load In: \_\_\_\_\_ Load Out: \_\_\_\_\_

Brief Summary of Shoot: \_\_\_\_\_

\_\_\_\_\_

Brief Summary of Equipment (i.e. grip truck, van, lighting): \_\_\_\_\_

\_\_\_\_\_

Name of project and where it will air of be shown: \_\_\_\_\_

Metropolitan Nashville Board of Parks & Recreation  
parkphotos@nashville.gov



For ADA Accommodations, please contact 862-8400

## Section I.

- Applications should be emailed to: [parkphotos@nashville.gov](mailto:parkphotos@nashville.gov).
- Permits are required only for commercial photographers or work that will be used in a commercial project.
- Photography Fees: Davidson County resident daily: \$125.00. Out of County applicant daily: \$150.00. Annual photography permit (all parks, one year): \$250.00 Out of County applicant: \$300.00.
- Film/Video Fees: Davidson County resident daily: \$150.00. Out of County applicant daily: \$180.00.
- Checks for payment should be made out to: Metropolitan Board of Parks & Recreation. If paying by phone with credit card you will incur a 2.3% convenience fee. Payment is made after the application is processed and the shoot is approved.
- A Certificate of insurance (COI) for \$1,000,000 General Liability is required and must show Metropolitan Board of Parks & Recreation, 2565 Park Plaza, Nashville TN, 37203. This is due with application submission.
- Film, video & photo applicants must also secure a permit from Metro Public Works if operating outside of a park. Public Works can be contacted at 615-862-8597.
- Any shoots that require the closing or blocking of walkways and/or roads will require Park Police.
- Application, payment and COI must be received before a permit will be issued.
- Film or photography students will not be required to pay a fee, but must submit a letter of proof from instructor to receive permission to shoot in a Metro Park.
- Last minute requests will be processed as soon as possible. Any application submitted within 48 hours of shoot may not be granted.
- False or misleading information regarding the applicant or details of the application will result in a revocation of permit and denial of future request for permits in Metro Parks.



Signing this Film, Video & Photography Permit Application verifies that you have read and understand all terms and conditions from Section II this application.

## Section II

1. Metro Parks prohibits the reservation of park facilities by applicants that discriminate on the basis of age, color, disability, national origin, race, religion, sex, in the admission to, access to, or operation of their programs, services, or activities.
2. The discovery of false or misleading information regarding the applicant or the described event activities will result in revocation of approval of use of the park property and denial of future request to access park property.
3. A certificate of insurance must be submitted for the permit to be approved. The COI must be issued by an insurance company licensed to do business in Tennessee, specifying public liability and property damage insurance with a single limit of not less than one million dollars (\$1,000,000), naming the Metropolitan Board of Parks & Recreation 2565 Park Plaza, Nashville, TN 37203, as additionally insured.
4. Permit holder is responsible for restoring the park or facility to the condition it was prior to the shoot.
5. There can be no images made available for public viewing at any point that would be prohibited by the rules and regulations of the Metropolitan Board of Parks & Recreation, or any federal, state or local laws.
6. The proposed activity or use will not include violence, crime, disorderly conduct, or obscene language.
7. The shoot may not infringe on other parks users ability to use the park outside the area of the permitted shoot.
8. All shoots must end not later than 11:00 p.m. unless otherwise approved by the permit.
9. The Board of Parks and Recreation reserves the right to require permit holders to provide, at their expense, security necessary for the shoot as determined by the Park Police. Arrangements for Park Police can be made by calling 880-3429.
10. In most cases the Metro government/Parks Department does not hold copyrights to public artworks located on Metro Parks property. If you wish to include a public artwork in your commercial production, you must receive additional approval and/or a separate permit.
11. By submitting a Permit Application, the event organizer agrees to the following additional terms:
  - a) the event organizer will indemnify and hold harmless the Metropolitan Government of Nashville and Davidson County from any and all claims, damages, costs and attorney fees for injuries or damages arising, in part or in whole, from the organization's use of Parks Facilities and areas described in this Permit Application and any claims, damages, costs and attorney fees arising from any failure of the organization, its officers, employees and agents to observe applicable laws, ordinances, rules and regulations;
  - b) the event organizer assumes all risk and responsibility for any dangerous or defective conditions on the grounds of Parks Facilities, whether known or unknown.
12. This agreement is governed by Tennessee law and any suit relating to this agreement shall be brought in a court of competent jurisdiction in Davidson County, Tennessee

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**Metropolitan Nashville Board of Parks & Recreation**  
parkphotos@nashville.gov



For ADA Accommodations, please contact 862-8400