



# Film or Photo Production Permit Application

The Village of River Forest  
400 Park Ave.  
River Forest, IL 60305

(708) 366-8500  
Fax: (708) 366-3702  
TTY (708) 366-7125  
www.river-forest.us

Job Address \_\_\_\_\_

Date(s) of Production \_\_\_\_\_

Property Owner \_\_\_\_\_

Telephone \_\_\_\_\_

Company \_\_\_\_\_

Telephone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Zip \_\_\_\_\_

Contact Person/Company \_\_\_\_\_

Office Phone Number \_\_\_\_\_

Alt. Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

**Permit Application Fee is \$100 per location and there is a Daily Fee of \$250 (paid at the time of application)**

### TYPE OF PRODUCTION

Film (Commercial)  Film (Motion Picture or Television)  Photo  Other (Describe): \_\_\_\_\_

### DURATION OF PRODUCTION

1-5 Days  More Than 5 Days (Specify): \_\_\_\_\_ Times of Filming: \_\_\_\_\_ to \_\_\_\_\_

### TRAFFIC/SECURITY PROTECTION

Police Officer (s)  Police Squad Car  Private Security (Company Name): \_\_\_\_\_

### NOTES:

- **If there is a need for a right-of-way obstruction, a separate request must be submitted and approved prior to the issuance of any permit.**
- **Police Squad Car fees will be paid at the time of permit application. If a police car is not utilized due to the lack of availability of an officer, Police Squad Car fees can be reimbursed by check.**

The applicant hereby certifies that they will comply with all requirements as outlined in Village Ordinance number 3-13, and any other requirements as determined by the Chief of Police.

\_\_\_\_\_  
Signature of Applicant

### OFFICE USE ONLY

Permit Fee: \$100  Cash  Credit  Check #: \_\_\_\_\_ Daily Fee: \$250  Cash  Credit  Check #: \_\_\_\_\_

Police Car Fee: \$50 (per car per day) Number of squads \_\_\_\_\_ X \$50 = \$ \_\_\_\_\_  Cash  Credit  Check #: \_\_\_\_\_

TOTAL Amount Received : \_\_\_\_\_

Received By: \_\_\_\_\_ Date Received: \_\_\_\_\_ Notes: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Certificate of Insurance on File

Police Approval: Sgt. Edith Buckner (708) 714-3542