



REQUEST FOR APPROVAL TO FILM

TO: (Please check Department Contact(s) that apply):

<input type="checkbox"/> Edward Butler RIDOA Phone: 401-222-6204 Fax: 401-222-2599 with copies to: Jonathan Womer RIDOA Phone: 401-222-2280 Fax: 401-222-6436 and Steven Feinberg RI Film & TV Office Phone: 401-222-3456 Fax: 401-222-3018	<input type="checkbox"/> Jennifer Ogren RIDEM Phone: 401-667-6200 Fax: 401-667-3995 with copies to: Terrence Gray RIDEM Phone: 401-222-2771 x2414 Fax: 401-222-3162 and Steven Feinberg RI Film & TV Office Phone: 401-222-2356 Fax: 401-222-3018	<input type="checkbox"/> Paul Carcieri RIDOT Phone: 401-222-2411 x4511 Fax: 401-222-2086 with copies to: Peter Alviti, Jr. RIDOT Phone: 401-222-6003 x4630 Fax: 401-222-4743 and Steven Feinberg RI Film & TV Office Phone: 401-222-2356 Fax: 401-222-3018	<input type="checkbox"/> Kenny Alston RIDOH Phone: 401-222-1685 Fax: 401-222-1797 with copies to: Utpala Bandy, MD RIDOH Phone: 401-222-2232 Fax: 401-222-1797 and Steven Feinberg RI Film & TV Office Phone: 401-222-3356 Fax: 401-222-3018
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Date Request submitted: _____ **Production Company Location Contact:** _____

Required Information: Be as descriptive as possible; attach request on production company letterhead

- General description of the scene(s) to be filmed, with applicable script pages and/or scene descriptions;
- Specific film site requested including date(s) and time(s) of request (photos/maps may be included);
- Details of activities, including stunts and special effects (include aerial/waterborne stunts/effects); rain, snow; also include any staged violence, guns, gunfire, blank fire or weapons, use of fire, smoke, explosion or pyrotechnics* (use of pyrotechnics must be under the supervision of a licensed individual); *include if filming requires fire department and/or Fire Marshall oversight and/or approval;
- Number of cast, crew and production staff expected to be on site;
- Type(s), date(s), time(s) and the extent of use of equipment and materials to be used on site;
- Number and type(s) of vehicles; need for parking along with proposed parking site(s); indicate if proposed parking will require the use of State Property, state or municipal roadways;
- Any site specific requirements needed;
- Any structural or cosmetic changes to the interior or exterior of the State Property;
- Any structural or cosmetic changes to any furniture, paintings, sculptures or the like in the State Property;
- Any relocation of any furniture, paintings, sculptures or the like located in the State Property that are historic in nature;
- Any need for electricity or other utilities;
- Proposed use of any hazardous materials (if so, provide material information);
- Disruption of vehicle or pedestrian traffic;
- If filming a roadway scene, any need for the use of "rolling roadblocks", and if so how many vehicles and types of vehicles will be required;
- The requirement of State or municipal police to monitor the film request (provide law enforcement contact person/information; written confirmation will be required from any law enforcement agency);
- Any other information requested by the applicable Director.



DEPARTMENT APPROVAL

IN NO EVENT SHALL A PRODUCTION COMPANY BE ALLOWED ON STATE PROPERTY UNTIL SUCH TIME AS ALL OF THE APPLICABLE AUTHORIZED INDIVIDUALS BELOW HAVE PROVIDED THEIR WRITTEN PERMISSION AND THE STATE PROPERTIES COMMISSION HAS GRANTED PERMISSION. A WRITTEN DEPARTMENTAL APPROVAL MAY ACCOMPANY THIS FORM WHICH WILL SPELL OUT ANY ADDITIONAL REQUIREMENTS IMPOSED BY THE STATE (INCLUDING, BUT NOT LIMITED TO, FEES AND COSTS ASSOCIATED WITH STATE EMPLOYEES REQUIRED TO BE ON SITE, ADDITIONAL INSURANCE, ETC.) AND/OR ADDITIONAL NEEDED APPROVALS. SUCH ADDITIONAL REQUIREMENTS MAY ALSO BE CONTAINED IN THE FILM LICENSE.

As to filming as a whole:

Steven Feinberg
Executive Director, Rhode Island Film & TV Office

DEPARTMENT AUTHORIZATION (to be executed by applicable Location Contact/Department Director)

For the Department of Administration:

Edward Butler
RIDOA Location Contact

Director, Department of Administration

For the Department of Transportation:

Paul Carcieri
RIDOT Location Contact

Director, Department of Transportation

For the Department of Environmental Management:

Jennifer Ogren
RIDEM Location Contact

Director, Department of Environmental Management

For the Department of Health:

Kenny Alston
RIDOH Location Contact

Director, Department of Health