

# Fort Matanzas

National Park Service  
U.S. Department of the Interior  
Fort Matanzas National Monument



## Filming and Photography

Thank you for your interest in using the beautiful Fort Matanzas National Monument as the setting for your film project. The park was originally established to preserve and protect the unique Spanish watchtower fort and now it also preserves about 300 acres of natural landscape as well. Filming is permitted only when it does not conflict with the protection of these resources, both natural and cultural.

Applications are considered on a case-by-case basis. If you have any questions call the park and speak with Andrew Rich, the District Ranger, about your plans. (904) 471-0116. Please allow at least four weeks lead-time to process your request.

Operating Hours: The main grounds are open from 9:00 am to 5:30 pm. daily except Christmas. Areas of the beach may open earlier and close later, depending on the season. The beach is closed at night during turtle nesting season, May through October.

Activity Requiring Permit: A permit is required if the activity involves the use of a model (or any on-camera talent), set, or prop, or when the possibility exists for damage to park resources or disruption of visitor services. A permit is also required if the activity is to take place in areas not open to the public or before or after normal operating hours.

Liability Insurance: You may be required to provide proof that the US Government is carried as “additional insured” on your liability insurance.

Endorsement: Identifiable NPS (National Park Service) equipment, uniforms, or insignia may not be portrayed in any way that would imply NPS endorsement of the film or product.

Limitations: Filming must not cause harm or damage to the park or interfere with interpretive or visitor services, with the administration of the park, or impinge on visitor access to park resources.

Services: The Park does not provide any equipment, materials, or services to permittees.

Permit Period: The permit will be issued for the amount of time required to setup, conduct, and clean up after filming. Please note: It is the permittee’s responsibility to have the designated area cleared and policed to the park’s satisfaction by the expiration of the permit.

Costs : There is a non-refundable \$165.00 application fee. Other potential charges may include, but are not limited to, monitoring by park staff, clean-up and site restoration, and recovery of administrative costs. You may also be required to post a performance bond. **Payment must be in the form of a Cashier’s Check or Certified Check.**

Procedure: Fill out the Special Use Permit Application and return it with the \$165.00 application fee to:  
**Special Use Permit Coordinator, Castillo de San Marcos National Monument, 1 South Castillo Drive,  
St. Augustine, FL 32084.**

Please include as much detail as possible because if some aspect of your project is not in the permit, it may not be allowed. Also, include a copy of your script or story board. If approved, a Special Use Permit will be prepared and returned to you for your review. Sign and return it with payment of any additional charges. The final approval will be secured, and the completed permit will be sent to you. **IMPORTANT:** You must have the permit with you during filming.