

Filming Permit Process

National Park Service
U.S. Department of the Interior

WWII Valor in the Pacific National Monument



To: Production Company
From: **WWII Valor in the Pacific National Monument**
(Attn: Commercial Services Program Manager)
1845 Wasp Blvd., Bldg. 176 Honolulu, HI 96818
phone: (808) 725-6150 fax: (808) 725-6161
email: VALR_Commercial_Services@nps.gov

The National Park Service (NPS) is allowed to issue permits for filming and photography to an eligible applicant only if specified criteria are met. Among other things, NPS is prohibited by law from permitting any filming, still photography, or other related activity that presents a likelihood of resource damage, would cause an unreasonable disruption of the public's use and enjoyment of the site, or poses health or safety risks to the public. Issuance of any filming and photography permit will be subject to terms and conditions, which must be accepted in writing by the permit holder before the permit will become effective. In addition to other conditions, permit holders are required to carry specified types and levels of insurance and to indemnify and hold harmless the United States from liabilities in connection with the permit. Neither the application for a filming and photography permit nor the permit, once issued, may be transferred or assigned.

To apply for a Special Use Permit for filming and photography: Completion of the permit application form will assist NPS in determining whether to grant or deny a request for a permit.

To be considered, completed application packages must be received by NPS at least ten business days prior to filming. Please submit the following:

1. Complete, sign, and return the permit application form, NPS Form 10-932
2. Submit a copy of the Insurance Services Office policy form (ISO, Certificate of Insurance), or its equivalent, endorsed by a company official naming the **United States Government, National Park Service, WWII Valor in the Pacific NM** as additionally insured for a minimum of \$1,000,000.00. To be solely identified as a Certificate Holder is not acceptable. All insurers for all coverage must be rated no lower than A- by the most recent edition of the Best's Key Rating Guide (Property-Casualty Edition); must have a Best's Financial Size Category of at least VII according to the most recent edition of A.M. Best's Key Rating Guide (Property-Casualty Edition); and must be admitted, licensed, and approved to operate in the state of Hawaii.
3. The National Park Service is required by law to charge a reasonable fee for commercial filming activities and to collect any costs incurred as a result of filming activities. Submit checks or money orders payable to the **National Park Service** for the amount of the nonrefundable Permit Application Fee, mandatory Location fee, and Filming (Escort) Fee. **The Permit Application Fee is \$150. The Location Filming Fee will depend on the type of filming, the total number of people involved in the production, and the number of days filming in the park. The NPS Staff Escort fee is \$50 per hour with a two hour minimum per day.** (Note: NPS tax exempt ID number is 140001849)

MANDATORY LOCATION FILMING FEES

Motion Pictures/Videos

1 - 10 people	\$150/day
11 - 30 people	\$250/day
31 - 49 people	\$500/day
Over 50 people	\$750/day

Commercial Still Photography

1 - 10 people	\$50/day
11 - 30 people	\$150/day
Over 30 people	\$250/day

Background. The memorials at WWII Valor in the Pacific National Monument represent the sacrifices made by thousands of American men and women under terrible circumstances. These memorials honor their sacrifice and preserve their stories for future generations.

Film permit. Applicants and permit holders acknowledge that the following conditions are in place to ensure the dignity and respect due to those Americans whose lives were lost and to their families who have lost loved ones.

In the immediate vicinity of the USS *Arizona*, USS *Oklahoma* and USS *Utah* Memorials and the Pearl Harbor Visitor Center:

Any permit issued will be for filming and photography, alone: no on screen dialogue is allowed through this permit on the USS *Arizona*, USS *Utah*, and USS *Oklahoma* Memorials, on the floating dock near the USS *Arizona* Memorial or on the mooring quays along Battleship Row. The permit holder is required to present to the National Park Service the text of storylines, voice over narratives, story arc descriptions and other scene-related commentary utilizing images of the memorials as a part of the permit application process. NPS will review this information solely for purposes of determining if the legal criteria for issuance of a filming and photography permit are met. Choice of content is that of the applicant, alone, and will not be regulated by NPS.

Issuance of a film permit by the National Park Service does not provide any rights, consents, or authorizations (1) to film, photograph or record (regardless of form or the media on which it may be recorded) or use the name(s) of any individuals, including without limitation any Monument visitors; or (2) regarding to any claims of right of privacy or publicity that may be asserted by any individuals whose name, photographic likeness, image and/or voice may be contained in any films or photographs made. NPS is not liable for the disclosure, use or reproduction of any such recorded information.

Underwater Photography. Underwater photography of the wrecks of the USS *Arizona* and the USS *Utah* may only be conducted by the NPS and not by commercial or individual photographers. These wrecks serve as tombs for the members of the Armed Services who gave their lives to their country while aboard those battleships during the attack on Pearl Harbor, Hawaii on December 7, 1941. This restriction reflects the character of the wrecks and assists in the preservation of these resources. The permit applicant acknowledges the following:

1. Use of underwater video footage or still imagery of the USS *Arizona* and/or USS *Utah* maintained by NPS must be requested through the film application process. The National Park Service will identify what imagery or video footage is available to the permit applicant.

2. If the video footage or still imagery available through the National Park Service is not acceptable to the permit applicant, the permit applicant may—at its sole discretion—support all government costs associated with acquiring new video footage or still imagery by the National Park Service.
3. The permit applicant acknowledges that all existing or newly acquired video or film footage or still imagery or record (regardless of form or the media on which it may be recorded) will be the property of the US Federal Government which shall have the right to use, disclose, reproduce, prepare derivative works, distribute copies to the public and perform publicly and display publicly, in any manner and for any purpose, and to have or permit others to do so.

Be safe, protect the natural and cultural resources, and always allow for other visitor access

All filming will be done in such a way that provides for the protection of park resources and for the positive experience of the visitor. The safety of park visitors and employees, and film crewmembers will be ensured during all filming activities.

Comply with all NPS escort requests.

Do not alter, move, or disturb any park features protected by federal law against disturbance, removal or destruction.

All crewmembers will remain in your group.

Always allow for visitor access, use, and enjoyment of an area.

Do not enter areas closed to the public unless permission is preauthorized and the crew is physically accompanied by US National Park Service personnel.

The National Park Service is required to recover costs associated with filming:

The Monument may assign a ranger to monitor your group for part or all of the shooting. The ranger will monitor the film crew's activity, provide essential resource protection and safety information, and inform visitors about the special use activity. NPS staff may also be assigned (at the NPS' sole discretion) to provide resource education interviews. NPS Staff have the authority to suspend filming permit activities if terms and conditions are not adhered to.

The NPS Staff Escort fee is \$50 per hour with a two hour minimum per day.

(NPS Form 10-932)
(OMB No. 1024-0026)

**National Park Service
WWII Valor in the Pacific National Monument**

1845 Wasp Blvd. Bldg 176
Honolulu, HI 96818
Phone (808) 725-6150

Fax (808) 725-6161



APPLICATION FOR SPECIAL USE PERMIT COMMERCIAL FILMING / STILL PHOTOGRAPHY (Long Form)



World War II Valor in the Pacific NM
1845 Wasp Blvd., Bldg 176
Honolulu, HI 96818
Park Permitting Office: 808-725-6150

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** A nonrefundable processing fee of [\$150.00] must accompany this application unless the requested use is an exercise of a First Amendment right. You must allow sufficient time for the park to process your request; check with the park for guidelines. You will be notified of the status of the application and the necessary steps to secure your final permit. Your permit may require the payment of cost recovery charges and proof of liability insurance naming the United States of America an additional insured.

*** Enter either a social security number OR a tax ID number; we do not require both.**

Applicant Name				Company/Organization Name			
Social Security Number*				Tax Identification Number*			
Street Address				Street Address			
City	State	Zip Code	Country	City	State	Zip Code	Country
Telephone Number				Contact Name			
Cell Phone Number				Telephone Number			
Fax Number				Fax Number			
Email Address				Email Address			
PROJECT INFORMATION							
Project Name				Telephone Number		Cell Phone Number	
Location Manager				Email Address			
Type of Project <input type="checkbox"/> Video/Motion Picture/Movie <input type="checkbox"/> Still Photography							
Detailed Description of Onsite Activities (attach additional pages, if necessary)							
LOCATION SCHEDULE							
<i>* number in this column should include all individuals present at the location</i>							
Date	Location	Start Time	End time	Interior/ Exterior	Activity: Set-Up/Film/ Non-Filming/Breakdown	Number of Cast/Crew*	

TALENT				
Talent comprises anyone in front of the camera and includes, but is not limited to, actors, hosts, correspondents, presenters, park visitors, cooperators, volunteers, National Park Service and concessioner staff, etc.				
Do you intend to utilize talent? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", provide a full description below of who they are and how they will be utilized. (attach additional pages, if necessary)				
EQUIPMENT				
Description of equipment, backdrops, sets, props (attach additional pages, if necessary). Please note if any of the following will be included: weapons, animals, minors, nudity.				
ELECTRICAL REQUIREMENTS				
Description of electrical requirements (attach additional pages, if necessary).				
Generators? If "Yes", provide quantity and size. <input type="checkbox"/> Yes <input type="checkbox"/> No			Quantity	Size
LIGHTING REQUIREMENTS				
Lighting? <input type="checkbox"/> Yes <input type="checkbox"/> No (If "Yes", explain below)		Reflectors Only? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Description of lighting requirements (attach additional pages, if necessary).				
ROAD USE				
Will you require the use of roads? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", please explain:				
Do you require road closures? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If "Yes", please provide the following information (attach additional pages, if necessary)				
Starting Date	Ending Date	Starting Time	Ending Time	Location
		<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM	
		<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM	
		<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM	
		<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM	
		<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM	
Types of Shots:		<input type="checkbox"/> Driving <input type="checkbox"/> Drive-by <input type="checkbox"/> Towing <input type="checkbox"/> Wet down road <input type="checkbox"/> Drive-ups and away <input type="checkbox"/> Other (explain):		

CAMERA EQUIPMENT			
Camera/Equipment Location: (Check all that apply)	<input type="checkbox"/> Road shoulder	<input type="checkbox"/> Road median	
	<input type="checkbox"/> Other (explain):		
Types of Equipment: (Check all that apply)	<input type="checkbox"/> Hand	<input type="checkbox"/> Tripod	<input type="checkbox"/> Dolly
	<input type="checkbox"/> Dolly w/track footage	<input type="checkbox"/> Arm footage	<input type="checkbox"/> Crane or jib arm
	<input type="checkbox"/> Portable crane	<input type="checkbox"/> Car mount	<input type="checkbox"/> Camera car, shot maker, or process trailer
OPERATIONAL INFORMATION			
NUMBER OF VEHICLES			
<i>NOTE: Large or oversized vehicles may not be able to be accommodated or additional steps may need to be taken to ensure that no damage to park resource occurs.</i>			
Cars, SUVs, or light pick-up trucks		Vehicles greater than a 10,000 lbs. (class 3 or higher)	
BASE CAMP LOCATION (attach diagrams)			
SPECIAL ACTIVITIES (attach additional pages, if necessary)			
INVOLVEMENT OF MINORS			
Will children be involved? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", provide number of children and age range.			Quantity
			Age Range
LIVESTOCK OR TRAINED ANIMALS			
Will livestock or trained animals be used? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", provide the following:			
Type	Quantity	Manner of Transportation	Staging/Coral Requirements
AIRCRAFT			
<i>NOTE: All aircraft use over park lands should be listed. Landings must be specifically requested and approved as a condition of your permit.</i>			
Will aircraft be used? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", explain below (attach additional pages, if necessary)			
SPECIAL EFFECTS (including weapons, pyrotechnics, etc.) (attach additional pages, if necessary)			
Effects Technician's Name		Contact Phone Number	Email Address
License # (if applicable)		Permit # (if applicable)	
STUNTS			
Will stunts be used? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", explain below (attach additional pages, if necessary)			
Stunt Coordinator		Contact Phone Number	Email Address
OTHER OR HAZARDOUS ACTIVITIES			
Any other unusual or hazardous activities? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", explain below (attach additional pages, if necessary)			

OPERATIONAL INFORMATION		
Have you physically visited the requested area?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>When answering "Yes" to any of the following questions, provide additional information using additional pages, as necessary</i>		
Do you have, or are you applying for, a permit with another Federal, State or local agency for this activity?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you had previous permits from the National Park Service?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been denied a permit or had a permit revoked by a Federal agency?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you forfeited a bond or other security for filming on Federal lands?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any pending Federal investigations against you which involve a commercial filming activity?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you plan to advertise or issue a press release before the event?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you anticipate any security concerns? If yes, explain (attach additional sheet).		<input type="checkbox"/> Yes <input type="checkbox"/> No
NOTE: You are encouraged to attach additional pages with information useful in evaluating your permit request including: story boards or scripts, set construction, parking plan, security plans, sanitary facilities, crowd control, emergency medical plan, off-road activity, trail use, use of any building and site clean-up.		
PROJECT ADMINISTRATION		
Are you applying for this permit on behalf of another person or company? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If "Yes", provide a full description (including contact information) of all other individuals/companies involved with this project (attach additional pages, as necessary)		
CONTACTS		
<i>Person on Location Responsible for Adherence to All Terms and Conditions of Permit:</i>		
Name	Title	
Telephone Number	Cell Phone Number	Email Address
<i>Person on Location Responsible for Coordinating Activities With the NPS:</i>		
Name	Title	
Telephone Number	Cell Phone Number	Email Address
<i>Company Point-of-contact for Follow-up Information and Billing:</i>		
Name	Title	
Telephone Number	Cell Phone Number	Email Address
<i>The applicant by his or her signature certifies that all the information given is complete and correct, and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge and I have the full authority to represent the applicant/production company and the project described above.</i>		
Printed Name	Title	Company Name
Signature		Date

NOTICES

This is an application **only**, and does not serve as permission to conduct any special activity in the park. The information provided will be used to determine whether a permit will be issued. Send the completed application along with the application fee in the form of a [cashier's check, money order or personal check made payable to the **National Park Service**] to [National Park Service / Commercial Services Program] at the park address found on the first page of this application.

If your request is approved, a permit containing applicable terms and conditions will be sent you. The permit must be signed by the responsible person and returned to the park for final approval by the Park Superintendent before the permitted activity may begin.

Customers Making Payment by Personal Check

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

Privacy Act Statement

Authority: 16 U.S.C. 1, National Park Service Organic Act; 16 U.S.C. 3, Rules and regulations of national parks, reservations, and monuments; timber; leases, 16 U.S.C. 3a, Recovery of costs associated with special use permits; and 16 U.S.C. 460i-6d, Commercial Filming.

Purpose: The purposes of the system are (1) to provide a park superintendent with information to approve or deny requests for activities that provide a benefit to an individual, group or organization, rather than the public at large; and (2) to assist park staff to manage the activity to ensure that the permitted activity does not interfere with the enjoyment of the park by visitors and that the natural and cultural resources of the park are protected.

Routine Uses: In addition to those disclosures generally permitted under 5 U.S.C.552a(b) of the Privacy Act, records or information contained in this system may be disclosed outside the National Park Service as a routine use pursuant to 5 U.S.C. 552a(b)(3) to other Federal, State, territorial, local, tribal, or foreign agencies and other authorized organizations and individuals based on an authorized routine use when the disclosure is compatible with the purpose for which the records were compiled as described under the system of records notice for this system.

Disclosure: Voluntary, however, failure to provide the requested information may impede individual from obtaining a permit from the National Park Service.

Information Regarding Disclosure of Your Social Security Number Under Public Law 93-579 Section 7(b): Your Social Security Number (SSN) is needed to identify records unique to you. Applicants are required to provide their social security or taxpayer identification number for activities subject to collection of fees and charges by the National Park Service. Failure to disclose your SSN may prevent or delay the processing of your application. The authority for soliciting your SSN is 31 U.S.C. 7701. The information gathered through the use of the SSN will be used only as necessary for processing this application and collecting and reporting any delinquent financial obligations. Use of the social security number will be carried out in accordance with established regulations and published notices of system of records.

Paperwork Reduction Act Statement

We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to provide the park managers the information needed to decide whether or not to allow the requested use. All applicable parts of the form must be completed in order for your request to be considered. You are not required to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number. OMB has approved this collection of information and assigned Control No. 1024-0026.

Estimated Burden Statement

Public reporting burden for this form is estimated to average 30 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the Information Collection Clearance Officer, National Park Service, 12201 Sunrise Valley Drive, Mail Stop 242, Reston, VA 20192. Please do not send your form to this address.

Credit Card Authorization
All credit card information is protected under the Privacy Act of 1974

Applicant Name		Cardholder Name (as it appears on card) <input type="checkbox"/> Same as "Applicant"		
Company Name (if applicable)		Telephone Number	Cell Phone Number	
Email Address		Federal Taxpayer Identification or Social Security Number		
Credit Card Billing Address				
City		State	Zip Code	Country
Amount to be Billed to Card				
Application Cost \$	Location Fee \$	Cost Recovery \$	Total \$	
Type of Credit Card		Credit Card Number	Expiration Date	Security Code
<input type="checkbox"/> American Express	<input type="checkbox"/> Discover	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa	
I hereby authorize my card to be charged the amount indicated above in connection with the issuance of the requested Special Use Permit:				
Cardholder Authorized Signature			Date	

INTERNAL AGENCY USE ONLY

Project Number/BILL	Date Processed
Permit Number	Prepared By
Organization Name	