



FULTON COUNTY DEPARTMENT OF EXTERNAL AFFAIRS

Office of Broadcast, Cable & Film

Fulton Films

141 Pryor Street SW

Suite 3081

Atlanta, GA 30303

(404) 612-6456

Fulton.films@fultoncountyga.gov

INFORMATION FOR APPLICANTS

Thank you for choosing to film in Fulton County. Our process is a little unique in that Fulton County allows filming only on property owned and/or operated by Fulton County Government. Permits for filming on streets or sidewalks are obtained from the local municipality.

- To start you must register with FilmApp to use the application
- The application fee of \$150 is non-refundable once the application is submitted.
- Inquiries about fees, scouting locations and the application process should be submitted through the App.
- Premium Fees apply for use of the Fulton County Government Center, Justice Center Complex and Fulton County Airport
- **A Location Agreement signed in blue ink must accompany your application along with the Certificate of Insurance no later than five (5) business days before filming. Changes to the Location Agreement should be submitted 7-10 business days prior to filming.**
- **Permits from local municipality and site plans for street, lanes and sidewalk closures must be included in addition to site plans for base camp and parking.**
- Security plans should be coordinated through Fulton County Police or Sheriff's Office and submitted with the application.
- Needs for Fire Watch permits must be obtained from the local municipality and submitted as part of the application.



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GETTING STARTED CHECKLIST

Again, thank you for choosing to film in Fulton County Government. Here is a checklist of everything needed to submit a completed application. Keep in mind we are following some of the same guidelines as our municipalities.

- Download and complete the Location Agreement.
 - Document must be submitted with signature(s) in blue ink.
- Copy of one-page notification letter sent to residents and/or businesses within a three (3)-block radius of the requested closure(s) or filming location. In each municipality the local ordinance may require specific time and distance for notification.
 - Sensitive areas within each municipality may require signatures from residents and businesses. It is the film company's responsibility to check with the local municipality on their ordinance(s).
- A signed, dated letter from the applicant listing the addresses and date of delivery of notification letter.
- Traffic control plan and/or detour route permit from the local municipality.
 - Must include number of lanes on a street and necessary signage
 - Must follow MUTCD (Manual Uniform Traffic Control Devices) guidelines; Please use the link: [MUTCD](#) ;if you need further assistance, please call the office
 - **NO HAND-DRAWN PLANS WILL BE ACCEPTED**
- Completed security plan
 - Must include a Fulton County Police officer or Sheriff's Deputy as security coordinator

- **Certificate of insurance naming Fulton County as lien holder**
 - **Application may submit without it, but a permit will not be issued until the COI is submitted.**
- Fire Watch plan must be included from the local municipality ONLY if permit requests explosions, sparks, pyrotechnics, or any other fire effect or element
- Generators must be used on all projects filmed on Fulton County Government property.
- Requests to alter County property must be approved prior to issuance of permit.
- Requests including the use of air crafts of any type must be provided in detail within the application before approval and issuance of permit.