



## Florida Department of Transportation

### District Six Permits Office

1000 NW 111th Avenue, Room 6201

Miami, Florida 33172-5800

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## Checklist for Filming Permit – Revised 8-30-2022

**ALL PERMITS ARE SUBMITTED THROUGH OUR WEBSITE, ONE STOP PERMITTING (OSP).**

**FOR REGISTRATION AND SUBMITTALS GO TO:**

<https://osp.fdot.gov/>

The Department welcomes and offers the State Road Right-of-Way to the Filming industry to create a backdrop for cinema production. The purpose of this checklist specifies procedures for obtaining prior written permit approval for filming on a State Road from the Department of Transportation. **The Department requires a notice of a minimum of two weeks (2) notice prior to filming dates for all filming projects located in the State's Right-of-Way.** Submit all documentation through OSP.

- 1) Request a Pre-Application Meeting.
- 2) Complete the Permit Application Form through OSP.

**The Permit Application Form (a binding Contract) must be signed by an Authorized Signatory of the Production Company applicant.** If the applicant is an entity (such as a corporation, LLC, Partnership, etc.), evidence must be provided to establish the identity of the entity and to establish that the signatory is authorized to sign the contract on behalf of the entity. For example, the entity's formation documents may be required to demonstrate the identity of the entity and to establish that the signatory is an authorized officer, director or manager. Additionally, a duly executed statement of authority may be provided to show the names of the entity's authorized signatories. Authorized signatories include the president or vice-president of a corporation, the manager of an LLC, or any person who has been duly delegated authority to sign the contract on behalf of the entity. Examples of documents for delegating authority include a corporate resolution (signed by the corporate secretary), and an affidavit or certificate signed by all managers or members of an LLC.

YOU MUST SUBMIT DOCUMENTATION THAT CLEARLY AND LEGALLY DEMONSTRATES THIS SIGNATURE AUTHORITY.

- 3) Detailed location map: Include a map showing the proposed filming location.
- 4) Script: Include the portion of the script that reflects actions on the FDOT Right of- Way.
- 5) Certificate of Insurance: Liability insurance in the amount of \$1,000,000 for routine filming, \$5,000,000 if on a bridge. If the filming request involves specialized stunts, pyrotechnics, special effects, the use of some form of air transportation over the State highway right-of-way, or stunts of any kind under or adjacent to a structure then a minimum of \$5,000,000 of liability insurance is required.
- 6) Insured's name must match the Production Company's Name. (Include the state the Company is Incorporated in. Example: Best Films, a California Company

THE FDOT MUST BE AN ADDITIONAL INSURED WITH THE ENDORSEMENT PAGE INCLUDED.

- 7) Maintenance of Traffic (MOT): Plan shall conform to the Federal Manual on Uniform Traffic Control Devices (MUTCD), and the Department Design Standards and Standard Specifications for Road and Bridge Construction. The Department may require the presence of additional law enforcement officer(s) in areas of congestion, critical traffic flow, or situations that may cause a hazardous condition.

- 8) Stunts, staged accidents, explosives, or pyrotechnics** - Requires prior approval from the Department, and coordination with the Miami Dade County Office of Film and Entertainment.
- A copy of the approval from the local Fire Department having jurisdiction over the filming site.
  - A licensed "Pyrotechnic Operator Special Effects" shall be on location and in charge of all use, storage, and handing of the Special Effects items.
  - Health and Safety Plan
  - Company resume may also be requested by the Department for high risk activities.
- 9) Low flying aircraft/drones - Federal Aviation Administration notification/approval is required.