FILM, VIDEO, STILL PHOTOGRAPHY WORKSHEET

Note: This worksheet is for Broward County Aviation Department (BCAD) planning purposes. It does not constitute a "Film Permit," which the applicant must obtain from the Greater Fort Lauderdale/Broward Film Commission. See the last page for contact information.

NAME OF FIRM APPLYING______________________________________________________________
ADDRESS______________________________________________________________
______________________________________________________________
CONTACT PERSON______________________________________________________________
CONTACT PERSON'S PHONE_____________________________________________________
DATE(S) AND TIME(S) REQUESTED_______________________________________________
______________________________________________________________
LOCATION______________________________________________________________
______________________________________________________________
NUMBER OF CREW (TECHNICAL AND TALENT)__________________________________________
NUMBER AND SIZE OF EQUIPMENT VEHICLES__________________________________________
DOES THE APPLICANT NEED TO USE BCAD ELECTRIC POWER?___________________________
WILL THE EVENT REQUIRE POLICE ASSISTANCE?_____________________________________
NUMBER OF POLICE OFFICERS_____________________________________________________
DOES THE APPLICANT HAVE A FILM PERMIT?________________________________________
HAS THE APPLICANT SUPPLIED A SCRIPT OR SCRIPT OUTLINE?__________________________
SIGATURE OF APPLICANT__________________________________________________________

THIS APPLICATION IS: _______________ Approved _______________ Disapproved

SIGNATURE: ________________________________________________________________
DATE: ______________________________________________________________________

When completed, send copies via FAX to Arlene Satchell, BCAD Assistant Public Information Officer, 954 359-5797, and the Greater Fort Lauderdale/Broward Film Commission, 954-765-4681. If at North Perry Airport, fax a copy to Nina MacPherson, Airport Manager, 954-359-6198.
Commercial Filming
at Fort Lauderdale-Hollywood International And North Perry Airports

The Broward County Aviation Department (BCAD) recognizes the important economic contribution of commercial production and its publicity for our community. The Fort Lauderdale-Hollywood International airport allows the use of its facilities by film, videotape, and commercial still photographers in specific public areas with the proper coordination through the Aviation Department's Office of Public Information. We generally discourage productions during regular daytime hours or during peak travel times.

Broward County, which manages and is responsible for the airport, requires specialized insurance, as well as a County-issued permit for all commercial filming/videotaping, training videos, and still photography. Producers must first obtain approval from BCAD and the Greater Fort Lauderdale/Broward Film Commission before beginning their projects at Fort Lauderdale-Hollywood International Airport (FLL) and North Perry Airport (NPA).

The Aviation Department will make every effort to allow producers to use its facilities. Production companies must understand that the Aviation Department has the responsibility to the traveling public of providing a safe and secure facility as their foremost priority. When and if the airport can accommodate a specific production, it will be at the Aviation Department's discretion.

Guidelines

BCAD must have all the completed paperwork at least two working business weeks (10 working days) before the proposed filming date for us to consider the request.

Steps for Filming Approval

1. Contact the Greater Fort Lauderdale/Broward Film Commission at 954-767-2467 and complete a film permit. Go to their web site for detailed information (http://www.sunny.org/film/permits). Fax the completed Film Permit and required documents to the Film Commission at 954-765-4467. They will provide BCAD with a copy of the completed paperwork.

2. Complete the attached BCAD Worksheet. This Worksheet requests information for successful filming. FAX the completed Worksheet to Arlene Satchell, Assistant Public Information Officer, at 954-359-5797 and to the Broward Film Commission. If the request is to film at North Perry Airport, fax the Worksheet to Nina MacPherson, North Perry Airport Manager, at 954-962-3119.

BCAD staff will review the Film Permit and Photography Worksheet with the Airport’s Managers. Management will approve, disapprove, or request changes to the filming request. BCAD will notify you of their decision and discuss any possible options.

3. If Management agrees to the filming, the next step is to schedule a walkthrough, which is required before the final permit approval. Call Arlene Satchell at 954-359-6201 at least two weeks in advance of the filming to determine the needed airport locations. The walkthrough will also cover security, safety, and parking opportunities. If the producer needs to use airport electrical power, please make that request before the walkthrough so an airport electrician can be on hand to answer technical questions.

Other Information

Members of a film company needing access to non-public areas of the airport must display a special Visitor badge and be escorted by a BCAD employee. The BCAD employee must have security clearance and escort privileges.
In most instances, the producer will need to hire an off-duty Deputy or Deputies from the Broward Sheriff’s Office to provide crowd management and security for the airport. These deputies are available to assist the airport staff to maintain normal operations. They will NOT provide security services for the production company.

The number of deputies will depend on the size of the crew and the filming location. The walkthrough will determine the number of Deputies needed.

Producers can hire off duty Sheriff’s Deputies through the Sheriff’s Special Detail Office, 954-831-8199. Please note: off duty deputies must be deputies assigned to the airport and in possession of a current BCAD airport security badge.

**Restrictions**

BCAD will NOT allow filming beyond the security checkpoint.

The Transportation Security Administration (TSA) will not allow filming of the security checkpoints, TSA personnel, procedures, or equipment.

Only domesticated animals (dogs, cats, etc.) are allowed in the terminals for use as "models" during a shoot.

Production companies must obtain written permission from the airlines and other airport tenants (rental car companies, airport stores, etc.) before photographing any of their brand names, locations, personnel, or aircraft. We will assist you with those contacts.

If the production company wants to use tenant-leased space at the airport, the company must make arrangements with the tenant.

FLL has an exclusive contract for food and beverage service in the terminal area. Production companies requiring these services should contact the contractor:

<table>
<thead>
<tr>
<th>Terminals 1 and 2</th>
<th>Terminals 3 and 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Smith, Sr. Director of Operations</td>
<td>Eric Haseman, General Manager</td>
</tr>
<tr>
<td>HMS Host</td>
<td>Delaware North</td>
</tr>
<tr>
<td>650 SW 34th Street</td>
<td>200 Terminal Drive</td>
</tr>
<tr>
<td>Fort Lauderdale, FL 33315</td>
<td>Fort Lauderdale, FL 33315</td>
</tr>
<tr>
<td>954-359-1427</td>
<td>954-359-1500, Ext. 23134</td>
</tr>
</tbody>
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**Contact Information**

**Broward County Aviation Department**

Arlene Satchell, Assistant Public Information Officer

Tel: 954-359-6201 / Fax: 954-359-5797

asatchell@broward.org

Address:

320 Terminal Drive, Suite 200
Fort Lauderdale, FL 33315

Website: fll.net

**Greater Fort Lauderdale/Broward Film Commission**

Anna Levin, Film Permitting

Tel: 954-767-2471/ Fax: 954-765-4681

alevin@broward.org

Address:

101 NE Third Avenue, Suite 100
Fort Lauderdale, FL 33301

Website: www.sunny.org/film

Revised: October 19, 2020

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