

SACRAMENTO COUNTY FILM PRODUCTION REQUIREMENTS

Motion picture or television productions at or in County of Sacramento facilities, or in the **unincorporated** area of the County of Sacramento, require the following:

- A Film Permit issued by the Business License Unit of the Treasurer-Tax Collector. The cost for the permit is \$126.00. An application may be obtained by contacting the Business License Unit at (916) 874-6644. The fax number is (916) 874-8909.

The Film Permit application must include details on the date, time and location of each shot. Conditions on the Film Permit may include requirements for security and traffic control.

If producers are seeking to film inside any County of Sacramento building, additional permissions may be necessary. If permission is granted, the producers will be required to obtain a Right to Enter permit from the County of Sacramento's Real Estate Division before getting a Film Permit. The Right to Enter permit includes additional costs, which are determined based on the needs of the production.

- An insurance policy for \$1 million with the County named as Loss Payee for liability coverage.
- If the filming will take place at any County Airport, in addition to the film permit issued by the Business License Unit, a permit issued by the Department of Airports is required. Contact the Department of Airports at (916) 874-0791 or air-market@sacounty.net to obtain information, including fees. Airport staff must receive written request **at least 10 working days prior to filming**.
- If the filming will take place at any County Regional Parks Facility, in addition to the film permit issued by the Business License Unit, a permit issued by the Regional Parks Department is required. Contact the Regional Parks Department at (916) 875-6961 or parksinfo@sacounty.net to obtain information, including fees.
- Any production that intends to control traffic or park their equipment vehicles on a public street will require a Street Use Permit from the Transportation Department. Transportation can be reached at (916) 875-5171.
- If the filming will impact residential neighborhoods the Transportation Department may require a Signature Survey of the residences in the neighborhood where filming is to take place.
- The County requires the use of California Highway Patrol officers for traffic control. **The CHP requires 10 working days' notice to process a work contract.** CHP personnel may be contacted by phone at: (916) 338-6710 for North Area locations and (916) 681-2300 for South Area shoots.
- Any production involving gunfights, explosions, or elaborate special effects should involve the Sheriff and Fire districts. The Business License Unit staff will help put you in touch with the appropriate agency.

Questions may be addressed to Karen Larsen, Business License Supervisor at (916) 874-8813.

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