



# City of Newburgh

Film Office

City Hall – 83 Broadway

Newburgh, New York 12550 [www.cityofnewburgh-ny.gov](http://www.cityofnewburgh-ny.gov)

Thank you for reaching out to discuss your upcoming film project! As requested, please see the following:

- City of Newburgh Film Permit Application
- Attachment A Fee Schedule
- Applicant Indemnity Form
- Film Location Spreadsheet

#### Insurance Requirements:

1. Certificate of Liability Insurance covering the filming event to be held and **naming the City of Newburgh as an additional insured with limits of liability of at least \$1,000,000.00 for each occurrence and \$2,000,000.00 aggregate for bodily injury and \$50,000.00 for each occurrence and \$100,000 aggregate for property damage.** All such policies must be written in the broadest form available by a company authorized to do business in New York State and of recognized financial standing which has been fully informed about the proposed event.
2. Worker's Compensation Insurance: An applicant shall conform to all applicable Federal and State requirements for Worker's Compensation Insurance for all persons operating under a film permit. Please provide the following form: Certificate of NYS Workers' Compensation Insurance, C-105.2 <http://www.wcb.ny.gov/content/onlineforms/obtainC105.jsp>
3. Hold Harmless Agreement: Applicants shall execute a hold harmless agreement as provided by the City of Newburgh prior to the issuance of a film permit under this ordinance wherein the applicant shall defend, hold harmless and indemnify the City of Newburgh against any and all claims, proceedings or action brought in connection with or as a result of the filming and/or recording activities.

The film permit application fee (\$50.00) and refundable security deposit (\$1,500.00) must be received before the film permit is submitted to the City Manager for approval.

City personnel rates (ex. police department) available upon request.