

Film Detroit Initiative

Your City, Your Stories, Your Screen



**Opportunity
Rising**

TAKE PART



What is Film Detroit?

A city initiative for local film artists and creators who are interested in showcasing their talent on our cable broadcast channels and Detroit Connected app.

Become Detroit's leading media platform for community outreach, entertainment, and youth development in TV and film.





Who are we looking for?

- **High school and college students**
(Media/Journalism/Communications majors)
- **Independent filmmakers & content creators**
- **Teachers, professors, and organizations**
- **Local businesses and cultural institutions**

What does Film Detroit offer?

- TV channels 22, 68, to showcase the city's talent and gives stock to film industry
- Ongoing workshops, panels, and networking meetups to pour back into the film community
- A resource to align filmmakers and creatives to organizations and entities





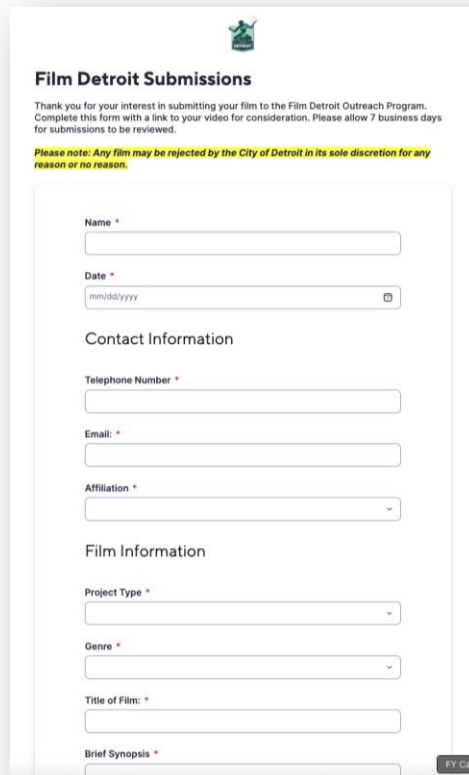
Future events hosted by Film Detroit

- Resource fairs
- Creative meetups
- Networking and panel events
- Annual film festival
- Campus Tour
- Movie night and screenings
- Creator spotlight series
- *Live stream events

*Offering the community to live stream their events like this years Ribs and R&B Festival!

Film Submissions

- Submission forms will be available on the Detroit Film Office website
- Film MUST be free from showing:
 - INDECENCY
 - PROFANITY
 - OBSCENITY
 - SUICIDE OR SELF-HARM
 - SUBSTANCE USE
 - POLITICAL CONTENT
 - ADVERTISING/PROMOTIONS
 - MORALLY OR CULTURALLY OFFENSIVE



The screenshot shows the 'Film Detroit Submissions' form. At the top is the Detroit Film Office logo. Below it, the title 'Film Detroit Submissions' is followed by a thank-you message and instructions to complete the form with a link to a video for consideration, allowing 7 business days for review. A yellow note states: 'Please note: Any film may be rejected by the City of Detroit in its sole discretion for any reason or no reason.' The form fields include: 'Name' (text input), 'Date' (text input with a calendar icon), 'Contact Information' section with 'Telephone Number' (text input), 'Email' (text input), and 'Affiliation' (dropdown menu). The 'Film Information' section includes 'Project Type' (dropdown menu), 'Genre' (dropdown menu), 'Title of Film' (text input), and 'Brief Synopsis' (text input). A 'FY CARR' button is visible at the bottom right.



Scan QR code to
open Film Detroit
Submission form

Format for Film Submissions

- VIDEO SIZE: 1920x1080
- AUDIO LEVEL: -12dB, 48 kHz
- BIT DEPTH: 6.53 MB/sec
- CODEC: h.264
- FRAME RATE: 29.97
- FULL HD ASPECT RATIO: 16:9
- CLOSED CAPTIONS
- FILE FORMAT: MP4

Film Permits

We handle small features and silver screens.

The Detroit Film Office issues a no-fee general Film Permit and/or a B-Roll Film Permit for all work being completed in the city of Detroit. To obtain a Film Permit, the film company must complete a Location Use / Film Permit Application and submit it to the Film Office two weeks prior to filming. The Film Office also requires all film companies to provide proof of adequate insurance for all film projects; which should be acquired prior to submitting your application. In addition to Film Office requirements, depending on the uniqueness of the project, additional city permits and/or fees may be required.

What to expect?

- Upon receipt of your application the Detroit Film Office will contact you and review your application in full to ensure it is complete.
- The film office will advise and assist you in getting the necessary permits once your application has been submitted.
- The application is reviewed based on the overall city impact and required resources, which may include but not limited to the following:
 - Cost of police and man power availability (must be reimbursed)
 - Fire Department permits
 - Street closures permit (detour plans needed for massive closures)
 - Community Impact forms for street closures
 - Health Department impact
 - Business License permit
 - Parking meter reimbursement
 - Building & Safety permits impact
 - Recreation costs and fees
 - DDOT routes impacted

You **CANNOT** do the following unless you have permission.

- Stop or delay car & pedestrian traffic
- Film at any park (ex. Beacon Park)
- Film at Spirit Plaza
- Film at Hart Plaza
- Film at Joe Louis Fist
- Film at Belle Isle
- Film on any freeway
- Film on any bridges
- Film on the People Mover
- Film on private property
- Film on the Detroit River (camera & drones)
- Film police stations
- Film courts
- Use drones
- Use business signs
- Film murals or artwork
- Use fire
- Use guns with real ammo and/or police cars (real or fake)

Film Permit Requirements

Insurance

- All film permit applications require a COI EXCEPT for B-ROLL only and Interior only requests.
- COI MUST list the City of Detroit as the Certificate Holder
- Address for COI:
The City of Detroit
Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 333
Detroit, MI 48226

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE 09/05/2015 01/30/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY ADOPT, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION is WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in favor of such endorsement(s).

PRODUCER: AGENCY NAME: 123 MAIN ST, BURBANK CA 91002
INSURED: INSURED NAME: 123 MAIN ST, BURBANK CA 91002

CONTACT: AGENT NAME: JANE DOE, PHONE: (415) 555-1234, FAX: (415) 555-5678, E-MAIL: JDOE@ABC.COM, ADDRESS: 123 MAIN ST, BURBANK CA 91002

INSURER(S) AFFORDING COVERAGE: INSURER A: INSURANCE COMPANY NAME: 12345, INSURER B: INSURANCE COMPANY NAME: 12345, INSURER C: INSURANCE COMPANY NAME: 12345, INSURER D: INSURANCE COMPANY NAME: 12345, INSURER E: INSURANCE COMPANY NAME: 12345

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT, THIS CERTIFICATE IS SUBJECT TO THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY CLAIMS.

NO.	TYPE OF INSURANCE	INS. NAME	POLICY NUMBER	POLICY EFF. DATE	POLICY EXPIR. DATE	LIMITS
GENERAL LIABILITY						
1	COMMERCIAL GENERAL LIABILITY					1,000,000
	CLAIMS-MADE					1,000,000
	OCUR					1,000,000
DEVIL AGGREGATE LIMIT APPLIES PER						
	POLICY	PER	LOC			
Automobile Liability						
2	ANY AUTO					1,000,000
	ALL OWNED					1,000,000
	LEASED					1,000,000
	HIRER AUTO					1,000,000
Umbrella Liability						
3	EXCESS LIA					1,000,000
	EXCESS LIA					1,000,000
WORKERS COMPENSATION AND EMPLOYER LIABILITY						
4	ANY EMPLOYER LIABILITY					1,000,000
	ANY EMPLOYER LIABILITY					1,000,000
	2nd PAYER EMPLOYER LIABILITY					1,000,000
DESCRIPTION OF OPERATIONS, LOCATIONS / VEHICLES (Attach ACORD 101, Additional Resources Schedule, if more space is required)						
The City of Detroit Coleman A. Young Municipal Center 2 Woodward Avenue, Suite 333 Detroit, MI 48226						
CERTIFICATE HOLDER				CANCELLATION		
The City of Detroit Coleman A. Young Municipal Center 2 Woodward Avenue, Suite 333 Detroit, MI 48226				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.		
AUTHORIZED REPRESENTATIVE						

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TAKE PART
Opportunity Rising

Film Permit Requirements

Location agreement

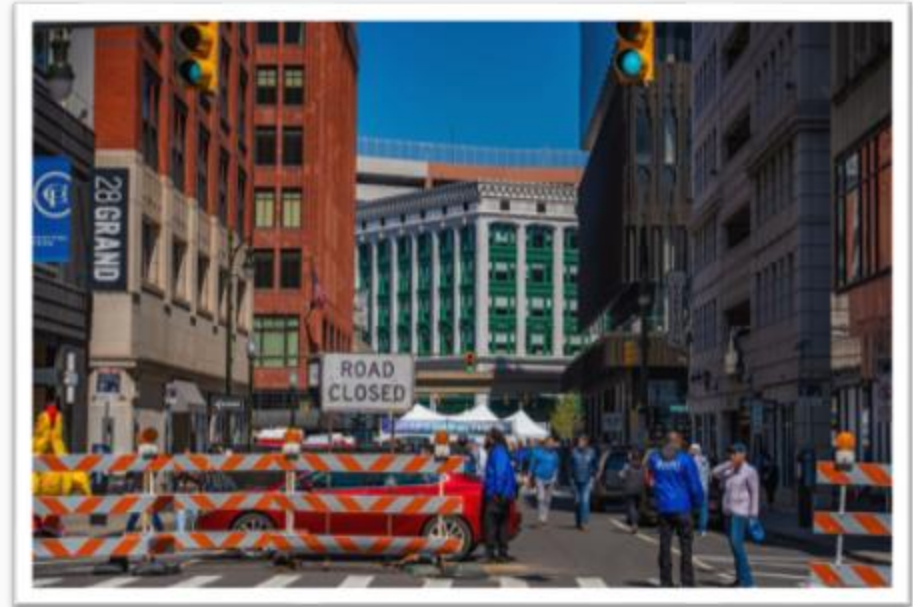
- Private property
- Painted mural on city owned property or private business
- Filming any building signage or logos
- Statues or monuments
- Detroit parks
- The Detroit People Mover
- The Detroit River (camera or drones)
- Freeways or bridges



Film Permit Requirements

ITC (Intermittent Traffic Control) Permit

- If applicant identify they need a location(s), street(s), or lane(s) closed for production
- Will need a supporting document from Detroit Police Department giving approval
- DPD will arrange cost, payment, and onsite TAC OPS officers with applicant
- A detailed site map of locations if ITC is requested (DPD will need to see the locations of where they will be assisting)
- Lane Closure Request:
 - ITC must approve request
- Sidewalk Block Request:
 - Applicant must get approval from any business or private property to be affected by closure of block in form of email, text or written communication attached with documentation or email to the DFO. Includes residential areas too.
- Street Closure:
 - TAC OPS and DDOT must review/approve to ensure alternate bus route is an option
- Prices may vary



Film Permit Requirements

Downtown Detroit Parks

- If you request B-roll, film and or photography at any of these Downtown Parks you **MUST** complete a request form with Downtown Detroit Partnership
 - Campus Martius
 - Grand Circus Park
 - Beacon Park
 - Cadillac Square
 - Capitol Park
 - Woodward Esplanade
- Prices may vary



Visit downtowndetroit.org

Film Permit Requirements

Detroit City Parks

- Managed by Detroit Parks and Recreation
- Grace Wimbley
 - 313-720-5432
 - grace.wimbley@detroitmi.gov
- Megan Woods
 - 313-569-1629
 - megan.woods@detroitmi.gov
- Prices may vary



Film Permit Requirements

Municipal Parking

- Request to reserve parking at any metered spaces and to purchase a group parking arrangement
- Satina Maddox
 - 313-221-2520
 - maddoxs@detroitmi.gov
- Prices may vary



Film Permit Requirements

Belle Isle

- Belle Isle is managed by the state of Michigan's Department of Natural Resources. You are required to complete their application if your filming activity is taking place solely on Belle Isle.
- Commercial video/documentary filming - **\$18.75/hour**
- Darlisa Terrell, Special Events Coordinator
 - 313-618-2870
 - TerrellD5@michigan.gov
- Prices may vary



Film Permit Requirements

Detroit Riverfront

- You are required to complete their application if your filming activity is taking place solely on the Riverfront.
- Prices may vary
- Marc Pasco
 - 313.566.8240
 - Marc.Pasco@DetroitRiverFront.org



How long does it take?

- The permitting process depends on the project type. Typically, a permit can be issued within 48-72 hours.
- Please keep in mind that other services and permits to shoot at specific locations may prolong the permitting process.
- **Pro tip**: research and plan ahead before your production start date!

Why do I need a permit?

- To ensure traffic is managed, safety is maintained, and the public's experience is not negatively impacted.
- Certain locations, like the Spirit Plaza, Belle Isle, and the People Mover, require specific permits due to their unique characteristics or the need for coordination with other entities.
- Permits help establish liability and ensure safety measures are in place for cast, crew, and the public.
- Using drones, or specific equipment like fire or weapons (real or fake), also necessitates a permit.
- If the film or video is intended for commercial purposes (advertising, movies, etc.), it's generally considered commercial activity and requires a permit.

FAQs

- **How long does the film permit process take?**
 - The Permitting process depends on the project type. Typically a permit can be issued within 48-72 hours.
- **Why do I need insurance?**
 - The insurance forms are needed to protect the City of Detroit from liability during your shoot.
- **Would I need insurance for a small project?**
 - Yes, insurance forms are necessary for all project EXCEPT for B-ROLL only and Interior only requests
- **If I am only shooting B-roll do I need to provide insurance?**
 - No, all film permit applications require a COI EXCEPT for B-ROLL only and Interior only requests
- **How can I receive a Film Resources Directory and/or Michigan Production Guide?**
 - Contact the Michigan Film Office at [\(800\) 477-3456](tel:8004773456) or <http://www.michiganfilmoffice.org/>



Questions?

Thank You

Follow us on our social media channels for more updates, Film Detroit content, and features



@filmdetroit



@filmdetroit313



@filmdetroit313



@filmdetroit313