



## Photography Policy



Washoe County Parks and Recreation Department encourages the use of its parks for recreational, publicity, and commercial photography. The Department shall, as far as possible and according to the terms of this policy, cooperate with the public, news media, corporations, and others who desire to use County park land and facilities for photography and filming purposes.

### PROCEDURE:

#### 1. Recreation Photography

Persons may photograph in County parks without further clearance under the following conditions:

County park rules and regulations must be complied with at all times.

There will be no interference with visitor use and enjoyment of the park.

Professional sets, groups of actors, or large motorized equipment will not be involved. Simple props and/or the use of one or two models for non-commercial purposes is permissible.

Filming will be done during the normal hours that the park is open to the public.

There will be no disturbance or rearrangement of any feature of the park.

#### 2. Publicity Photography

Photography for publicity of the park, such as for the news media, for educational purposes, for feature articles and documentaries, shall be allowed in the park at no fee, providing the photographer(s) complies with all park rules and regulations. Any exceptions must be approved by the Operations Superintendent, District Ranger, or designee.

#### 3. Commercial Photograph,

Any professional photography or photography/filming for commercials, such as sales of products and political advertising, movies, video, television productions, and any other photography that does not qualify under 1 and 2 above, shall be subject to the conditions of this section and the attached fee schedule.

An Application for Commercial Photography must be filled out by the applicant and approved by the Department no less than 24 hours before the prior to authorization for filming. The Department will then issue a Photography Permit to the applicant.

### RULES AND REGULATIONS:

- A. Authorization by telephone will not be considered when Commercial Photography permits are required.
- B. All photography activities within the County Parks are to be under the supervision of the Operations Superintendent, District Ranger, or designee.
- C. The permittee, its contractors, agents, and employees shall abide by all Washoe County and Parks & Recreation Department rules, policies, and laws.
- D. No structure or set will be built unless specifically approved and no vegetation will be cut, trimmed, or injured.
- E. The permittee shall repair all damages, as determined by the Operations Superintendent, District Ranger, or designee, which have been caused to County property as a result of use by the permittee.
- F. Photography will not be done outside of normal operation hours without prior approval by the Operations Superintendent, District Ranger, or designee.
- G. Interference with the public use of any park area shall be kept to a minimum and subject to the approval of the Operations Superintendent, District Ranger, or designee.
- H. All vehicles are to be parked at a location or locations approved by the Operations Superintendent, District Ranger, or designee. No vehicles may be off the roadways or parking areas unless approved by the Operations Superintendent, District Ranger, or designee.
- I. The total number of people at the film site will be kept to the minimum necessary for production requirements.
- J. If the Operations Superintendent, District Ranger, or designee deems it necessary, a Deputy Sheriff or private security officer acceptable to the supervisor will be employed by the permittee and stationed in the area to keep unauthorized vehicles from entering and shall work under the direction of the Operations Superintendent, District Ranger, or designee.
- K. If photography is linked to a facility rental there is no charge for individual, small group or large group.
- L. The permittee shall remove all litter from the area at the end of each day's operation and at the end of the contract completely remove all props, models, or other introduced features.
- M. If fires are used, every required precaution shall be taken to prevent spread. Authorization and appropriate permits for fires are to be obtained from the fireagency responsible for the area after permission is obtained from the Operations Superintendent, District Ranger, or designee.
- N. A Category 5 permittee agrees that in order to protect itself and Washoe County under the indemnification clause contained in the Facility-Group Use Permit Hold Harmless Agreement, permittee shall at all times during the terms of this pernit have and keep in

force liability insurance, including comprehensive general liability with personal injury, contractual and broad form property damage liability endorsements, and auto liability, sufficient to cover all liabilities which might arise out of use of the park facilities and/or personnel. Such insurance shall be underwritten by insurers satisfactory to Washoe County and provide minimum coverage determined by Washoe County's Risk Manager.

The County of Washoe shall be named as an additional insured. A certificate of insurance shall be filed with the County evidencing coverage. The certificate shall include a written notice to the County in the event of cancellation or material alteration of the coverage. The certificate shall also state that any coverage afforded the certificate holder shall apply as primary and not excess to any insurance issued in the name of the certification holder.

All insurance endorsements and certificates required by Washoe County shall be provided prior to permittee's use of the facility.

O. The permittee and/or whomever it may designate will own all rights in and to all photographs or recordings that it makes, and permittee may use these photographs and recordings without restriction as it may desire.

P. The permittee agrees to give due credit to Washoe County Parks and Recreation Department for permission granted for the use of the County park in the filming or taking of motion pictures and for still photographs used in any publication. Such credit will name Washoe County Parks and Recreation Department and the specific park unit where the photography took place.

Q. The Operations Superintendent, District Ranger, or designee may terminate any permittee's activity if necessary for safety, public use, protection of the park resources, or for violation of the permit terms or rules and regulations of the Parks Department.

#### WASHOE COUNTY PHOTOGRAPHY PERMIT FEE SCHEDULE

Permit Class	Definition	Cost
1	Individuals, Couples, Family, up to 5	\$25.00
2	Small Group (6-25)	\$50.00
3	Large Group (26-100)	\$100.00
4*	Political Ads	\$200.00
5*	Commercial Productions	Negotiable
6	Non-profit/educational	No Charge
7	Annual Permit	
	(Applies to class 1 only)	\$150.00

Insurance may be required. Amount to be determined by Washoe County.

FEES ARE DUE IN FULL PRIOR TO COMMENCEMENT OF ACTIVITY.