



Rabun County Filming Permitting and Requirements

(Effective August 2, 2021)

Registration

All productions must register for a Filming Permit with Rabun County by submitting the attached Registration Form. This information is required a minimum of ten working days before any filming activity is to take place. Filming should not begin until a permit is issued. Please submit the completed application to Pam Thompson, Rabun County's Camera Ready Liaison, at pktquarterhorses@hotmail.com.

Permit Requirements

Rabun County requires a permit prior to filming. This permit may be obtained by filling out the attached registration form and submitting it to the appointed Rabun County Camera Ready Liaison. A Rabun County permit only entitles a production privileges which are under the authority of the county itself. Authorizations are required for any production activity which will have an impact on public property within Rabun County. Additional authorizations may be required from other entities (such as but not limited to, the Georgia DOT, the U.S. Forest Service or private property owners) which may be involved. Rabun County is happy to assist in connecting productions with additional authorizing entities as able and necessary. A pre-production meeting is required between Rabun County and the production's Location Manager or another production representative. A listing of all anticipated locations with tentative dates should be reviewed as soon as possible, as Rabun County may know of possible conflicts with local events/festivals, procedures or other filming activities. Additional meetings may be required with the local sheriff's departments, traffic engineering, or other governmental departments as needed.

Early application is recommended and may be required, as all authorizations are issued on a first-come, first-served basis, and the logistical complexity of the project may affect time needed for approval.

Insurance Requirements

Rabun County will require a certificate of insurance prior to securing a permit. Any other entity involved and not under the authority of Rabun County may also require proof of insurance. Please refer to each specific entity for their insurance requirements.

Rabun County Requires

Securing authorization for the use of public facilities and public right of ways must be accomplished according to the procedures of each venue and subject to its availability. Advance arrangements may be necessary to secure specific dates. Any payments or authorizations needed and proof of insurance is required before production begins.

Rabun County Sheriff's Office Requires

Five (5) days advance notice for road closures and requests for special duty deputies. Fees for special duty deputies and road closures may be assessed at the discretion of and payable to the Rabun County Sheriff's Office.

Rabun County Camera Ready Liaison

Rabun County provides a Camera Ready Liaison. This liaison is affiliated with the State of Georgia's Camera Ready Program under the Georgia Department of Economic Development. They are responsible for reviewing and approving the registration form as well as issuing the permit. They will also be available to answer questions and assist with connecting productions to necessary resources.

Rabun County Camera Ready Liaison: Pam Thompson, (706) 490-3194

Rabun County Filming Registration and Permit Application

Contact Information

Name: _____

Primary Phone: _____

Alternate Phone: _____

Email: _____

Title: _____

Company Information

Company Name: _____

Company Phone Number: _____

Company Address: _____

Location Manager Name: _____

Location Manager Phone: _____

Location Manager Email: _____

Production Information

Project Title: _____

Project Type: _____

Total Project Budget: _____

Estimated Number of Shoot Days: _____

Projected Shooting Dates & Estimated Times: _____

Estimated Number of Crew: _____

Estimated Number of Local Crew/Extras: _____

Brief Description of Locations/Sites: _____

Uses to Include:

- Aerial filming
- Amplified sound, bull horns, sirens
- ITC or pedestrian control
- More than 100 extras on location
- Public nudity
- Pyrotechnics, gunfire, blank fire, visible firearms
- Refueler, generator, condor, crane, techno crane, tents, BB light
- Road closures/traffic disruption
- Use of animals
- Use of extreme obscenity (which would require an R or stricter rating)
- Use of indoor public facilities (community centers, city buildings, etc.)
- Use of outdoor city facilities (streets, parks, etc.)

Others: _____

Notes:

Rabun County Filming Guidelines

Guidelines

These guidelines are just that - guidelines, which may be relaxed or tightened as situations warrant. Our decisions reflect an attempt to balance the needs of filmmakers with those of businesses, residents, and the public interest, and to arrive at solutions that are favorable to all. Rabun County has certain expectations regarding the presence of productions in our neighborhoods. Productions should remember that they are guests whose continued presence in these neighborhoods relies on the goodwill of the affected residents and businesses, and should act accordingly.

Impact

Motion picture, television and photographic production impact refers to all activity attendant to staging or shooting commercial motion pictures, television shows, programs or commercials, and to the taking of single or multiple photographs for sale or use for a commercial purpose where the photographer sets up stationary equipment on public or private property or the public right-of-way, in any one location for longer than five consecutive minutes.

Low-impact film activities are defined as those which:

- Allow uninterrupted flow of pedestrian traffic;
- Hold vehicular traffic for no more than one minute intervals;
- Have minimal impact on normal business activities;
- Provide parking for cast, crew, extras and other nonessential vehicles in off-street lots, as well as an alternate parking for those displaced from these lots;
- Provide a private holding area for extras; and
- Conduct prep and wrap activities in accordance with the above.

High-impact film activities are those that fall outside two or more of the criteria for a low impact activity.

Additional criteria that classify a film activity as high impact include:

- High speed chases or crashes;
- Use of weapons, marked public safety vehicles, or public safety uniforms
- Use of pyrotechnics or explosives;
- Use of aircraft, or;
- Use of public facilities or public right of way.

Safety

Rabun County expects all productions to abide by industry standard safety guidelines. If known activities present a material public safety concern, Rabun County may cause production to pause until such issue(s) has been resolved.

Notification of Affected Businesses and Residents

The production company is responsible for notifying all businesses and residents affected by the filming activity. Notification shall take place following the authorizing entity's review of the application and no less than two business days prior to the planned activity. In some situations, more advance notification may be required. Earlier notification, including sign-off sheets, may be required in places where planned activities may have a significant impact on the normal activities of the area. The area to be notified will vary depending on the impact of the proposed activity. Notification shall include a letter from the production company, and should include information concerning the location and duration of the filming activity, as well as specifics regarding lights, noise, traffic, and parking, where applicable, and contact numbers for both the production company and Rabun County. If authorized plans change after notification an updated notification letter must be distributed. Authorizations may be denied or revoked where insufficient time has been allowed for proper notification, or when the notification process has been improperly applied.

Traffic Control and Street Closures

Traffic control, if needed, must be handled by off-duty police officers hired by the production company through the Rabun County Sheriff's Office (RCSO). The RCSO retains the right to determine the number of officers needed. Intermittent holding of traffic shall not exceed five-minute intervals, unless otherwise specified by the issued permit. No holding of traffic is permitted on streets which experience congestion during specific times, or on streets affected by school traffic during their opening and closing hours. Each case will be evaluated individually by the permitting authority.

Interruption of traffic on State maintained streets requires additional approval from the Georgia Department of Transportation (GDOT). Requests for street closures or diverting of traffic should be made well in advance to allow for planning of alternate routes and proper signage. Production companies who wish to detour traffic must submit a written plan along with request to the Rabun County Road Department, the RCSO, and GDOT (if necessary). Production may be halted and streets opened in the event of an emergency. All traffic control, parking and street closures must allow for a working fire lane at all times.

Parking

All equipment or support vehicles not in immediate use shall be parked so as not to cause any interference to pedestrian or vehicular traffic. Production vehicles must be parked in such a way as to not impede safe lines of vision at intersections, and in accordance with all ordinances regarding on-street parking. Production vehicles must not block fire hydrants, driveways, crosswalks, or other access ramps unless authorized by and/or the private property owner where relevant. Emergency lanes must be open at all times.

Additional Guidelines

Use of prop weapons in view of, or audible to, the public requires the presence of one or more uniformed law enforcement officers. Additional notification to surrounding residences and businesses may be required for the use of prop weapons using blanks or quarter rounds. Likewise, the use of prop marked public safety vehicles or public visibility of actors in public safety uniforms may require the presence of one or more uniformed law enforcement officers.

No film activity, which involves the use of explosives, pyrotechnics, fire, smoke making machines or other special effects of this kind, may be undertaken unless specifically permitted and is subject to approval by the appointed Fire Marshal.

Removal or alteration of vegetation (trees, flowers, grass, moss, etc.) in the public right of way or on publicly owned land is prohibited unless specifically approved by authorization.

Production companies may not block the entrance to any business without permission of the owner; use private property without permission of the owner; drive any type of vehicle into a park or square; disturb or climb on any gravestones, statues, fountains, or monuments; work in any roadway; park illegally; block sidewalks; place equipment on sidewalks; or park large production vehicles in front of a business without permission of the owner. All sidewalks must remain open and ADA compliant unless specifically noted in the authorization.

Lighting for filming, both during the day and at night, should be oriented away from neighboring residences wherever possible, and should not interfere with the safe movement of traffic.

Base Camps and equipment trucks moving in residential areas shall not do so before 6 a.m. or after 11 p.m. without prior approval from applicable authority. No activity which causes excessive noise is permitted without prior approval. Production companies are responsible for vacating locations with minimum noise and disruption at the end of each shooting day.

Production companies must allow for access of service vehicles, such as deliveries, mail, trash pickup, etc. or make alternative arrangements with the service provider and affected businesses or residents.

Production companies are responsible for returning any public rights of way or city/county property used for filming, base camp, or equipment purposes to their original condition in a timely manner, and for repairing any damage. All animal waste must be neutralized and removed.

Rabun County Filming Release and Consent Agreement

Disclaimer

In the event of natural or civil disasters, Rabun County reserves the right to cancel all outstanding film authorizations on both public and private property within the affected area. Should evacuation of a street, neighborhood, or district be deemed necessary by fire, police, or other emergency authorities, all outstanding authorizations for that area are null and void. Authorizations will be re-granted as soon as possible after the State of Emergency proclamation has been lifted, following a safety evaluation conducted by the municipality, production company, and utility company representatives.

Rabun County reserves the right to change, modify, update, or waive provisions of these requirements and guidelines where necessary for the public's safety and convenience. Each authority reserves the right to cancel filming authorizations and/or take further restrictive actions where necessary to assure adherence to these guidelines.

Fees

There is no fee required to obtain a permit to film in Rabun County. However, fees may be associated with road closures and use of public facilities. Any authorized services requiring fees provided by county or city departments, or other entities will be assessed and billed by those departments or entities. Fees may be subject to change.

Contact

If there are any questions regarding these requirements or guidelines, please contact Pam Thompson, Rabun County Camera Ready Liaison, at (706) 490-3194.

Release

I _____, do hereby release and agree to defend, indemnify and hold harmless Rabun County and its officers, boards, commissions, elected and appointed officials, employees, servants, volunteers, agents, attorneys, insurers, and representatives from and against any and all claims, injuries, suits, actions, judgments, damages, losses, costs, expenses, and liability of any kind whatsoever, including but not limited to, attorney's fees and costs of defense, which may be the result of willful, negligent or tortious conduct arising out of the work, performance of services, or operations by anyone directly or indirectly involved in the permitted project whether or not the negligent act is caused in part by a party indemnified hereunder. This indemnity obligation does not include Liabilities caused by or resulting from the sole negligence of Rabun County.

Consent

As the authorized representative, I certify that I have read, understand and agree to comply with these requirements and guidelines, indemnify Rabun County and its agents, and abide by all pertinent state and federal laws. I also understand that this permit may be revoked at anytime if any of these agreements are breached.

Authorized signature:

Sign

Print

Company Name

Date

