



**RIVERSIDE CEMETERY, CITY OF ROCHESTER, NEW YORK
PERMIT APPLICATION FOR FILMMAKING, COMMERCIAL PHOTOGRAPHY AND
PHOTOGRAPHY WITH SPECIAL EQUIPMENT**

**This permit application form should not to be used for wedding photography.
A separate application form is available specifically for wedding photography.**

Commercial filmmaking and photography projects, college or university student films, or photography with special equipment require that the permit applicant obtain insurance coverage from a company naming the City of Rochester as additional insurer for one million dollars. These types of projects or other projects that require staff coordination will be charged a fee and will need to be coordinated with cemetery staff prior to coming on site. Call (585) 428-7970 to discuss your project with the cemetery manager.

Applications must be submitted 30 calendar days in advance of the planned filming/photography date. A \$15 non-refundable processing fee must be paid at the time when the permit application is submitted to the cemetery. Incomplete applications or those not witnessed by a Notary Public/Commissioner of Deeds will not be accepted. An approved permit application may necessitate the need to execute a formal agreement with the City of Rochester, depending on the size and nature of the project.

The applicant agrees to obey all of the rules and regulations of the cemetery. Additionally, if the applicant or group damages the cemetery or facilities in any way the applicant agrees to pay for the cost to repair the damage. No filming is allowed of funeral ceremonies or processions; persons visiting grave sites; names or inscriptions on monuments, markers or mausoleums; stained glass windows; interiors of private family mausoleums or copyrighted commissioned art work.

Applicant Name:	
Address:	
Telephone No.:	
E-mail Address:	

Project purpose:	☐ Web site, Facebook, Flickr, YouTube, or other social media internet site. ☐ Student project (research, student film, academic presentation, exhibit, etc.) ☐ Commercial film project (film to be showed in public forum, television, advertisement, web site, etc.) ☐ Commercial photography project (photographs to be published or sold). ☐ Other Please describe:
Description of the project: If filming, attach script for each scene to be filmed.	
Proposed cemetery location(s) along with proposed date(s) and time(s) of filming or photography:	
Type of equipment to be used:	

Number of people to be involved in the film shoot:	
Proposed use/ distribution of film or photography:	

Release & Indemnification Certificate

In consideration of the approval to film or photograph on Riverside Cemetery property owned by the City of Rochester and located at _____, Rochester, New York. I, _____ and all members of the filming or photography crew, hereby release said City, its officers, employees, agents and servants from any and all liability, loss, attorney's fees or other expenses whatsoever, resulting from personal injury, including death, or property damage or loss to myself or members of the film or photography crew arising out of the use of the cemetery for filmmaking or photography on the date(s) specified herein, unless such injury results from the sole negligence of the City. I hereby further agree to indemnify and to save harmless said City from any and all liability, loss, attorney's fees or other expense resulting from my negligence or intentional misconduct of that of my crew members, employees or agents during the use of the cemetery for filmmaking or photography.

By signing below, I also am indicating that the information that I provided on this permit form is accurate and true to the best of my ability. I also understand all the Procedures and Regulations for the cemetery, and I agree with all of the terms and conditions.

Applicant's Signature _____

Sworn before me:

This _____ day of _____, 2014

Date: _____

Notary Public/Commissioner of Deeds

**Please submit the signed application form for review and processing to: Riverside Cemetery,
Attention: Filmmaking/Photography Coordinator, 2650 Lake Avenue, Rochester, NY 14612.**