



CITY OF SIMI VALLEY

Student Filming Requirements

Although student films are exempt from filming permit fees, a Location Filming Permit Application is still required to be completed. However, in the event that any applicant requires direct services from the City during location filming activities, including but not limited to, the use of City property, equipment, or personnel, the applicant shall reimburse the City of the cost of all such services provided. Additionally, refundable deposits may be collected from the applicant to ensure compliance with permit conditions.

To process the application, the City needs to be provided with the following:

- Property owner(s) permission (where filming is to occur)
- Ventura County Fire Department Questionnaire for Filming, completed
- City of Simi Valley's Hold Harmless Form and Indemnification Agreement, signed
- A copy of insurance coverage (Declarations of Coverage) with an approved Additional Insured Endorsement listing the City of Simi Valley, completed

In addition, the student must submit the following documents with their Location Filming Application:

- Student Film Certificate
- Letter from their school (on school's letterhead) that the applicant is a student and that the proposed filming is a school project.

A student is defined as "an applicant who has submitted a letter written on school letterhead by a school administrator or instructor stating that the applicant is currently enrolled in a recognized U.S. educational institution and that the film is not for commercial release and who agrees, in writing, to pay the City of Simi Valley all waived fees in the event that the film is ever used for commercial purposes."