City of Fullerton
Film/Photography Requirements

Welcome to Fullerton! We are pleased you are considering our community for your production. The City of Fullerton is ready to assist you to make your stay here productive. The following explains the basic regulations governing commercial and student filming/photography in Fullerton. If you have any questions, please contact the Public Information Coordinator at (714) 738-6317.

- Applicant must complete a City of Fullerton film/photo permit and sign the hold harmless agreement provided by the City. There is no fee for the film permit.

- By ordinance, the City can take 5 working days to turn a permit around and get it back to you. City Hall is closed every other Friday, so plan accordingly.

  If it is determined the production might interfere with traffic or involve potential public safety hazards, the turn-around time on a permit request may take at least 10 working days, depending upon the complexity of the production. The City Manager may waive the permit filing deadlines on a case-by-case basis.

- If you are going to be in town filming more than 2 days, you must have a City of Fullerton business license.

- Applicant must provide the City of Fullerton with a certificate of insurance. Minimum coverage is $1 million. The certificate must be cut specifically for the City of Fullerton; the certificate holder must be "The City of Fullerton and its Employees;" and the certificate description must state:

  > "The CITY, its elected or appointed officials, officers, employees and volunteers are covered as additional insureds with respect to liability arising out of the use of the CITY premises; or with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of PERMITTEE. The coverage shall contain no special limitations on the scope of its protection afforded to the CITY, its officials, officers, employees and volunteers."

  The certificate may be faxed to us at (714) 738-6758 to allow the completion of the approval process. The applicant's insurance company must follow that fax up with hard copy through the mail. The certificate should be mailed to Sylvia Palmer Mudrick, Public Information Coordinator, Fullerton City Hall, 303 W. Commonwealth Ave., Fullerton.

- If a generator is to be used in the production, a generator permit must be obtained from the Building Division of the Development Services Department at Fullerton City Hall.

- All permit applications will be reviewed by the Police and Fire departments and the Risk Manager. Traffic Engineering, the Maintenance Services Department and other City offices will be brought into the review process as necessary.

- Any scene requiring the use of fire, campfires, combustibles, explosives or incendiary devices or special effects of any sort must be reviewed and approved in advance of shooting by the Fullerton Fire Department. Any weapons used in a production must be reviewed and approved in advance of production by the Fullerton Police Department.

- If the Police determine an officer(s) is required on scene throughout the shoot, the applicant will be billed for the officer's(s') time. We use off-duty police officers, and the cost will be based on the rank and seniority of the person who signs up for the assignment. Assignments consist of a four-hour minimum per officer, so even if you film only 30 minutes, you will be billed for the four full hours per officer.

- If the Fire Department determines a firefighter or fire inspector is required on scene throughout the shoot, the applicant will be billed for the person's time. We use off-duty Fire personnel, and the cost will be based on the rank and seniority of the person who signs up for the assignment. There is a four-hour minimum per person.

- If City maintenance crews must clean up after you or repair any damage, you will be billed for labor and materials.

- To film in a City park or community center, you will need to rent the facility from the Parks and Recreation Department.

- If you wish to cordon an area off for no parking, be advised state law requires the City to give citizens 48 hours advance notice when posting an area for no parking.

- If filming in or on private property anywhere in the City of Fullerton, a copy of your agreement with the property owner must be provided to the City prior to the start of filming. Approval of a film permit by the City does not constitute approval for the applicant to film any residence or business – either inside or on the exterior – in any recognizable way (i.e., showing names/logos/interiors, etc.). Permission to film interiors and/or any recognizable exterior features of residences/businesses can only be granted by the owners of the residences/businesses.

- Depending on the nature of the film shoot, you may be required to notify businesses/residents in the area of your shoot of your intent prior to the start of filming. The text of the notification letter must be approved by the City in advance of circulation.

Questions? Call Sylvia Palmer Mudrick, 714-738-6317
(SylviaP@ci.fullerton.ca.us)