



**AUSTIN POLICE DEPARTMENT**  
**SPECIAL EVENTS UNIT**  
**P.O. Box 689001**  
**AUSTIN, TX. 78768-9001**  
**PHONE – (512) 974-5032 / FAX (512) 974-6636**  
**FILM PRODUCTION**

Individuals and production companies will complete this application for review by the Austin Police Department for approval. Film Production applications must be faxed or emailed to the APD Special Events Unit at least **five (5) business days** prior to filming at (512) 974-6636 or [APDSpecialEvents@austintexas.gov](mailto:APDSpecialEvents@austintexas.gov). If any aspect of the filming will impact sidewalks, streets, or other areas in the right of way, a Right of Way Film Permit will be required before filming can occur. See the Film Permit webpage for more details: <https://www.austintexas.gov/page/right-way-permits-film>.

**DATE(S), TIMES(S), AND LOCATION(S) OF FILMING** (if multiple locations, list date and time for each):

**DETAILED DESCRIPTION OF FILMING** (describe type of closures, type of equipment used, etc.):

**SAMPLE DETAILED DESCRIPTION:** *ABC Film Co. will film an action scene w/ pyrotechnics from our movie Big Trouble in Little ROW at the 400 blk of Lavaca between W 5th and W 6th St. Will use APD for all traffic control. One camera truck and one still camera will be placed on our sidewalk. Will need 4 parking spaces, Pay Station #0418, along the east curb of this block. Filming will occur from 10am-2pm on 01/01/24-01/02/24.*

**LOCATION OFFICERS WILL REPORT TO** (if applicable):

**PERSON REQUESTING AUSTIN POLICE DEPARTMENT (APD) APPROVAL:**

**NAME:**

**ADDRESS:**

**WORK PHONE:**

**E-MAIL ADDRESS:**

**NAME OF PRODUCTION COMPANY:**

**COMPANY BILLING ADDRESS** (include Name, street address, city, state, and zip code):

**OWNER'S FULL NAME** (if more than one, list additional on back of page):

Individuals and production companies shall pay the City's actual cost for City staff, utilities, and security used in assisting the production company. The City shall provide a film or visual media production crew with up to two (2) City of Austin police officers for up to fifteen (15) filming days, subject to certain requirements and limitations. Officers will be scheduled for up to eight (8) hour shifts in order to work traffic control and other public safety issues including the monitoring of vehicles, intermittent traffic control, lane closures, and crowd control.

**Is the film budgeted to spend for local goods and services of at least** (check any that apply):

- ☐ One million dollars for a feature film and documentary  
☐ One million dollars a season for a television production of an episodic series; or  
☐ One hundred thousand dollars for a commercial

The production company will receive an invoice from the Austin Police Department. After filming is complete, the production company shall provide the City with a final location expenditure report verifying the actual purchases of local goods and services. If the expenditures fail to meet the minimum thresholds prescribed by the City, the production crew shall pay the City for the Austin police officer services provided during the filming in the greater Austin area.

<b>THIS PROJECT IS (CHECK ONE):</b>		
<b>Feature Film</b> <input type="checkbox"/>	<b>Music Video</b> <input type="checkbox"/>	<b>Television Programming</b> <input type="checkbox"/>
<b>Corporate Video</b> <input type="checkbox"/>	<b>Short Film</b> <input type="checkbox"/>	<b>Public Service Announcement</b> <input type="checkbox"/>
<b>Documentary</b> <input type="checkbox"/>	<b>Still Photography</b> <input type="checkbox"/>	<b>TV Movie</b> <input type="checkbox"/>
<b>Commercial</b> <input type="checkbox"/>	<b>Student Project</b> (include school name, professor's name, and contact information): <input type="checkbox"/>	
<b>Other as Specified:</b>		

**Will this production involve a public display of weapons, act of violence, fire, or concerns for public safety?**

☐ Yes or ☐ No

**Will your project block, impede, or obstruct any right of way (e.g. sidewalk, road, alley, etc.)?** ☐ Yes or ☐ No

**Will you need intermittent traffic control (ITC)?** ☐ Yes or ☐ No

**Will your project include drone filming?** ☐ Yes or ☐ No

*\*If there will be weapons, acts of violence, or obstructions of right of way, then an off-duty Austin Police Officer WILL be required.*

#### REQUESTS FOR OFFICER ASSIGNMENT:

<b>NUMBER OF OFFICERS REQUESTED:</b>		
<b>OFFICERS WILL BE IN UNIFORM</b> (select one):	<b>YES</b>	<b>NO</b>
<b>IS A MARKED POLICE VEHICLE REQUESTED</b> (select one):	<b>YES</b>	<b>NO</b>
<b>OFFICER DUTY HOURS: START -</b>	<b>FINISH -</b>	
<b>SUMMARY OF OFFICER DUTIES:</b>		

**Will APD Special Events coordinate the off-duty police officers for this production?**

☐ Yes ☐ No

**Will other off-duty police officers be used for this event?**

☐ Yes ☐ No

**If yes, what law enforcement agency are they employed by?**

☐ APD (under a secondary employment contract) ☐ Other Law Enforcement Agency: \_\_\_\_\_

**If other Law Enforcement Agency will be used, has Austin Police Department Chief approved the use of the other agency? (Per Austin C.O. 4-20-51 D)**

☐ Yes ☐ No

**“What is the name of the Off-Duty Police Coordinator being used for this project?”**

Name:

**Will a private security agency be used for this event?**

☐ Yes ☐ No

**If yes, what agency are they employed by?**

**If yes, what is the Texas Private Security License number?**

**If yes, number of security agents to be hired for the event?**

*I certify the information in this application is accurate and the Film Production described with this permit will follow all laws and ordinances of the State of Texas and City of Austin.*

Revised 06/30/2023

\_\_\_\_\_  
(Signature of Applicant Requesting Permit)