



QUESTIONNAIRE *Rev. November, 2019*

Request to Use Unmanned Aircraft Systems (UAS) for Filming

CITY of CALABASAS

FILM PERMIT APPLICATION #: _____

Date _____ Production Company _____

Type of Production _____ Production Title _____

Proposed Film Date(s) _____ Production Contact _____

Contact's Cell# _____ Email Address _____

Location Address _____ **Hours of UAS Activity**
From ____ [] a.m. [] p.m. to ____ [] a.m. [] p.m.

Location Address #2 _____ **Hours of UAS Activity**
From ____ [] a.m. [] p.m. to ____ [] a.m. [] p.m.

UAS Company _____ Primary Contact _____

Address _____ Cell# _____

_____ Email Address _____

UAS / AIRSPACE INFORMATION

Make/Model of Aircraft _____ Registration# _____

Make/Model of Aircraft _____ Registration# _____

Total Payload Weight (incl. UAS/camera/additional equipment) _____

Class of Airspace UAS Activity Will Occur in: B C D E G

Restricted Areas or Temporary Flight Restrictions (TFR) Within Proposed Time/Area of Operation? Yes No

REMINDER: if you are flying in Class B, C, D or E airspace, ATC authorization is required for all UAS activity.

Informational Link: https://www.faa.gov/uas/recreational_fliers/where_can_i_fly/airspace_101/

UAS OPERATING AUTHORITY:
 14 CFR Part 107 Title 49 ("Hobbyist" Rules) – *For Students Only*

Part 107 Requirements

Name of Remote Pilot in Command _____

Remote Pilot's Phone# _____ Remote Pilot's Certificate# _____

If Remote Pilot will not be operating UAS, name of person operating UAS under the direct supervision of Remote Pilot _____

Visual Observer: Yes No

Please provide the following:

- Copy of Remote Pilot Certificate or Recurrent Knowledge Certificate
- Copy of Part 47 or Part 48 Registration Certificate for each UAS listed above
- Description of planned flight operations, including diagrams, charts and maps as applicable
- Certificate of Insurance & Endorsement Copy/screen shot of ATC approval to operate in restricted airspace

For Students Enrolled at an Accredited Educational Institution Operating Under "Hobbyist" Rules

Name of Operator _____ Operator's Phone# _____

Name of School _____

Please provide the following:

- Copy of UAS Registration Certification letter from school (on school stationery)
- Detailed description of proposed UAS activities Name of community-based organization's safety guidelines
- Certificate of Insurance & Endorsement under which you will be operating

WAIVERS: Please note that students may not apply for FAA waivers. For Part 107 Remote Pilots: if you are requesting any of the following activities, please check all that apply and furnish proof of waiver from the FAA upon submission of this document.

- Flight over non-participants (§107.39)
- Night flight (§107.29)
- Operating from a moving vehicle (§107.25)
- Flight altitude restrictions (§107.51)
- Operating multiple small UAS' (§107.35)

Remote Pilot in Command is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all Part 107 standards and requirements.

Signature of Remote Pilot in Command or Authorized Company Representative

Print Name _____ Title _____

Student enrolled at an accredited educational institution is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all community-based safety guidelines.

Signature of Student Operator

Print Name

Best Practices for UAS Operations Over State Property

Although not specified in Part 107 Rules, the City suggests the following for optimum safety:

- Use of a visual observer.
- UAS operator should scout location site(s) of proposed drone activity in advance of filming.
- Operator should be at least 21 years of age.
- Operator should possess a Motion Picture & Television Operations Manual.
- Operator should have previous film set experience.

****IMPORTANT****

Please allow up to seven (7) business days for the City to process requests for film permits that include the use of drones, and be aware that the process will not begin until all required documentation has been submitted.

Also note that meeting all qualifications required of a Remote Pilot does not guarantee that permission to fly a small UAS over City property will be granted. The City of Calabasas reviews applications on a case-by-case basis and consent or deny requests based on location conditions and specific agency guidelines.

Please scan and submit this completed form, along with all accompanying documentation to City of Calabasas Film Permit Coordinator at: FilmPermit@cityofcalabasas.com.