

# Delaware Nation Film/Photography Permit Application

Please take time to review the Film/Photography Permit Application and instructions before you begin completing the application form.

All commercial filming including still photography and taping of Delaware Nation, requires a permit issued by the Executive Committee. Exemptions/Waivers include: a) Individuals filming or photographing only for their own personal or family use; b) Employees of print or electronic news media when filming on-going news events; c) Filming or photography activities conducted for use in a criminal investigation or civil or criminal court proceeding; d) Agencies and employees associated with the Nation; e) Filming for student film projects, educational videos, and documentaries about the Nation; f) Travel, fishing, outdoor, and other similar filming or photography projects; g) Government agency films; h) Enrolled citizens of the Nation; i) Filming or photography of Delaware Nation events using personal cell phones, tablets, cameras, etc...

## Permit Application Process

The Film/Photography Permit process begins when the applicant submits a complete Permit Application and Non-Refundable Permit Fee. Upon receipt of your complete Permit Application, a representative from Delaware Nation will contact you. Please note that acceptance of your Permit Application should not be construed as a final approval or confirmation of your Permit Application. No person shall film or engage in photography within the boundaries of the Nation without first applying for and obtaining a permit from the Nation. All permits shall be applied for by submitting the proper application to Delaware Nation in advance of filming and photographing. All approved permits shall be conspicuously displayed at the filming or photography location. The copy of the permit must be in the possession of the permittee at all times while on location. A film permit does not constitute or grant permission to use or occupy private property, a private road easement, or private road. A permittee shall obtain the private property owner's consent prior to use of said property.

Film/Photography Permit Application Process:

- Applications for Film or Photography must be submitted to the Executive Committee at least 10 business days prior to the next regularly scheduled meeting.
- The Executive Committee at their regularly scheduled meeting will review the film or photography application, make a decision on the application and impose conditions on the permit as deemed necessary.
- If approved, the President or their designee, will sign and monitor the conditions of the film or photography permit as approved by the Executive Committee.

A complete Film/Photography Permit Application includes:

- The signed Permit Application filled out with detailed information about the production

The following documents must be submitted with the Film/Photography Permit Application to be considered complete and begin the review and approval process:

- Proof of General Liability Insurance
- Map/Site Layout
- If filming on private property, a location agreement is required for each private location
- Letter from school is required if the production is a student film
- If using drone, required waiver/authorization from FAA and Anadarko Municipal Airport-F68
- Non-refundable Fee

## LIMITATIONS ON PERMITS

Permits issued by the Nation shall be subject to the following:

- Permits for filming or photography shall be valid only for the dates and locations specified on the permit.
- Permits shall be limited only to the filming or photography activities that were specified on the permit.
- Other limitations deemed necessary by the Executive Committee depending on the location and type of filming or photography activities.

## NON-REFUNDABLE FEE

Payments must be made by check or money order made payable to "Delaware Nation." Cash or credit card payments will not be accepted.

Permit Fees
\$250 per day of Photography
\$500 per day of Filming

## SUBMISSION

Please submit your complete Photography/Filming Permit Application to Delaware Nation's Public Relations department located at 31064 US Highway 281, building 100 or via email to [wboone@delawarenation-nsn.gov](mailto:wboone@delawarenation-nsn.gov).

You may also mail your application to: Attn: Public Relations  
Delaware Nation  
PO Box 825  
Anadarko, OK 73005

If you have additional questions please contact (405) 247-2448 x1112 or [wboone@delawarenation-nsn.gov](mailto:wboone@delawarenation-nsn.gov).

NOTE: Complete Photography/Filming Permit Application must be submitted at least 10 business days prior to the next regularly scheduled Executive Committee meeting.

Permits issued by the Tribe shall be subject to the following:

- a) Permits for filming or photography shall be valid only for the dates and locations specified on the permit.
- b) Permits shall be limited only to the filming or photography activities that were specified on the permit.
- c) Other limitations deemed necessary by the Executive Committee depending on the location and type of filming or photography activities.

**NOTICE: The permittee shall hold the Delaware Nation harmless from and against any injury, death, or property damage caused by the intentional or reckless or negligent misconduct, act, or omission of the permittee, its employees, agents, associates, contractors and subcontractors in connection with the filming.**

# APPLICANT INFORMATION

Date: \_\_\_\_\_ Production Start Date: \_\_\_\_\_ Start Time: \_\_\_\_\_  
\*If production exceeds time specified, another application must be filled out and approved. Production End Date: \_\_\_\_\_ End Time: \_\_\_\_\_

Production Company Name: \_\_\_\_\_  
(if this is a student film, please add school name)

Address: \_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City) (State) (Zip)

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ Fee Paid  | Fee Waived

Applicant Name: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ Mobile Number: (\_\_\_\_\_) \_\_\_\_\_

Location Manager: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ Mobile Number: (\_\_\_\_\_) \_\_\_\_\_

Non-Profit: Yes  No  Federal Tax Exempt Identification Number: \_\_\_\_\_  
*Must submit a copy of determination letter*

## PROJECT INFORMATION

Project Title: \_\_\_\_\_

Production Type:

- Still Photography  TV Commercial  TV Movie  TV Episode  Feature Film  Music Video  
 Corporate Video  Educational  Student Film  Drone  Other: \_\_\_\_\_

Please provide detailed information of production, synopsis of storyline, and any relevant information below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Personnel: \_\_\_\_\_

Production Location(s): \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature Date

\_\_\_\_\_  
President Signature Date

<u>Office Use Only</u> Approved <input type="checkbox"/> Denied <input type="checkbox"/>
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