



LAWRENCEVILLE

GWINNETT • METRO ATLANTA

Camera Ready - Filming Permit Application

Please Note: Permits can only be issued 10 days in advance of the event.
APPLICATIONS should be submitted to the Dept. of Economic Development at City Hall, 70 South Clayton Street

Date of Application

Date(s) of Event

Name of Person Making Application: _____

Phone Number: _____ Email: _____

Address: _____
Street City Zip Code

Organization or Group: _____

Purpose of Permit: _____

Estimated Number of People Onsite: _____

Identify Exact Location (or Attach Map) and Brief Description of Proposed Activity:

Map Attached for the requested road closures

Permit Application Conditions and Limitations:

____ **Historic Courthouse Assembly Permit:** The site of assembly shall be limited to the sidewalks abutting the Gwinnett Historic Courthouse grounds.

____ **Downtown Square Assembly Permit:** The site of this assembly shall be limited to the Downtown Square specifically identified in the Permit Application.

____ **General Assembly Permit:** The sites of this assembly shall be limited to locations other than the Downtown Square, as identified in the Permit Application.

***The applicant requests a Road Closure to be included with the Application Permit?**

___ Yes, this application includes a request for one or more roads in Lawrenceville be closed

___ No road closures are being requested at this time

***The applicant requests access to the following:**

Please note: **Requests for electricity and water sources are subject to availability**

___ Electricity

___ Water

Please read and check each of the conditions; failure to do so will result in the Permit being denied.

Conditions of the Permit – Each item must be checked

- No tents or canopies allowed unless stated on the permit by the Economic Development Director
- No person shall drive stakes, posts or poles or any other device or dig holes for the purpose of securing stakes, posts, poles or any other device for any reason, including to erect a tent stage or other structure unless stated on the permit by the Economic Development Director
- All games or activities that could damage lawns are restricted
- No glass containers allowed
- No amplified music or performances allowed unless stated on the permit
- No selling of food, merchandise or other items
- No alcoholic beverages
- Absolutely no drugs or illegal substances
- Place all litter in identified receptacles
- This permit doesn't grant exclusive use of the Downtown Square or the Gwinnett Historic Courthouse

Additional Limitations:

Indemnification

User agrees to indemnify and hold harmless, Gwinnett County and the City of Lawrenceville, their employees, agents, and officials from and against any and all claims, damages, losses and liabilities whatsoever regardless of their nature, cause of origin, and whether or not attributable to the negligence of the User, its agents, contractors or employees, resulting from the use of the City of Lawrenceville filming locations by User, its agents, employees and invitees.

Given all information being true and correct the above person/group is hereby granted a permit to conduct the above listed event/assembly at the time, in the location and for the purpose stated above.

BY APPLICANTS SIGNATURE, APPLICANT ACKNOWLEDGES AWARENESS AND ACCEPTANCE OF PERMIT INSTRUCTIONS, CONDITIONS, LIMITATIONS AND INDEMNIFICATION

THIS PERMIT, PERMIT INSTRUCTIONS, CONDITIONS, LIMITATIONS AND INDEMNIFICATION AND ANY FORMS MUST BE KEPT WITH THE PERSON IN CHARGE AND ON THE SITE WHERE THE EVENT IS HELD

Permit Application Outcome – Office Use Only

_____ **Granted**

_____ **Denied**

Reason: _____

Permit Applicant Signature

Date

Economic Development Director

Date

Special Operations Commander

Date

City Manager OR Asst. City Manager

Date