Georgia Institute of Technology  
Application to Use Facilities for Filming or Still Photography

Thank you for your interest in filming or still photography on the Georgia Institute of Technology (GT) campus.

Persons interested in filming or still photo shoots on the GT campus must complete and submit this application after initial location scouting.

Non-GT persons who are not currently contracted design or construction vendors are also required to pay a non-refundable application fee of $100.00 for commercial use of the campus. This fee may be paid by check or credit card. Checks should be made payable to the Georgia Institute of Technology. A credit card authorization form is available for those who prefer to use a credit card for payment.

Once your completed form and any necessary payment are received, your request for filming or photography will be considered.

<table>
<thead>
<tr>
<th>TYPE OF PROJECT (CHECK ONE):</th>
<th>APPLICATION DATE: ________________</th>
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</thead>
<tbody>
<tr>
<td>Feature Movie: ____</td>
<td>Music Video: ____</td>
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<tr>
<td>Commercial: ____</td>
<td>Photography: ____</td>
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<tr>
<td>Short Film/Video: ____</td>
<td>TV/Pilot/Series: ____</td>
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<tr>
<td>Other: ____</td>
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For GT Students and Employees Only:
Work/School Related ____
Personal Use ____

PROJECT NAME: ________________________________________________________________

PROJECT DESCRIPTION: ____________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Name of Production Company: ________________________________________________

Production Company Full Headquarters Address:
______________________________________________________________________________
______________________________________________________________________________

Production Company Full Local Address:
______________________________________________________________________________
______________________________________________________________________________

Production Company Web Address: _______________________________________________
COMPANY/ ORGANIZATION INFORMATION:

Contact Person Name: ____________________________________________________________
Main Office Number: ____________________________________________________________
Cell Phone Number: ____________________________________________________________
Email Address: __________________________________________________________________

Producer Name: __________________________________________________________________
Cell Phone Number: ____________________________________________________________
Email Address: __________________________________________________________________

Location Manager Name: _________________________________________________________
Cell Phone Number: ____________________________________________________________
Email Address: __________________________________________________________________

Photographer Name: _____________________________________________________________
Cell Phone Number: ____________________________________________________________
Email Address: __________________________________________________________________

Other - Name: ___________________________________________________________________
Cell Phone Number: ____________________________________________________________
Email Address: __________________________________________________________________

PROJECT INFORMATION:

Requested Production Date(s): ____________________________________________________
Requested Times for Each Date(s): ________________________________________________

LOCATIONS INFORMATION:

Requested Building(s): __________________________________________________________
Requested Outdoor Space(s): ______________________________________________________
Additional Space Request(s): ______________________________________________________

PRODUCTION INFORMATION:

Estimated Number of Crew: _______ Estimated Number of Crew Parking Spaces: _______
Estimated Number of Large Box Trucks: _______ Estimated Number of Small Box Trucks: _______

Please return completed form to films@cpsm.gatech.edu.