

Film Incentive Payout Procedure

Regardless of whether the production is otherwise a qualifying film or television production or whether the City of Fremont has determined the production eligible, rebates from the City of Fremont will only be paid pursuant to and upon the terms and conditions of a contract entered into between the City of Fremont and producer. If no contract is entered into, no rebates will be paid.

In order to receive the Film Production Incentive money at the end of production in Fremont the following items must be verified by the City.

The financial information and all backup documentation provided in the Film Incentive Application including:

- (1) Total Fremont Expenditures (detailed ledger)
- (2) Total Fremont Payroll Amount and proof of Nebraska income tax withholding (excluding/obscuring individual social security numbers)
- (3) Total Fremont Vendor Spend (paid to Fremont vendors)
- (4) Total Fremont Pre-Production Spend
- (5) Total Fremont Production Spend
- (6) Total Fremont Post-Production Spend
- (7) Total Final Budget (entire production, including non-qualified local expenditures)
- (8) Written certification by the production company the amount of the production company's actual qualified local expenditures equals or exceeds the minimum amount required to be eligible for the performance-based incentive, and that amount of actual local expenditures submitted is true and accurate.
- (9) Authorization for the City of Fremont to deduct from the rebate the costs reasonably incurred by the City in verifying the production expenditures in Fremont, Nebraska, including but not limited to, the costs incurred by the City of Fremont in obtaining an outside accounting review, audit, or both, of the financial and other records evidencing the expenditures. The City of Fremont will usually submit the expenditure documentation to an outside accounting firm for a review after the City of Fremont has completed its review. Based on the advice of the outside accounting firm, the City of Fremont may require an audit of the production's financial records.
- (10) Crew call sheets
- (11) List of all locations used in Fremont (include addresses and contact information for locations)
- (12) Final crew list
- (13) Final vendor list – include addresses and contact information
- (14) The production company must provide the City of Fremont proof of completion of the production in the form of a rough cut either of the film/television/media production, or submission of a selection of dailies, either of which will demonstrate original script synopsis. Other proof of completion is subject to approval by the City of Fremont.
- (15) Promotional materials (such as photos, trailers, and electronic press kits) to the City of Fremont. The City may use such materials strictly for its own archival, governmental relations and marketing purposes. The City shall not grant usage to any other entity or charge for any such usage and shall request additional permission prior to any use other than those listed.
- (16) At least one poster for promotion of the project (feature film only, due upon completion)
- (17) Production Company must provide a list of interns and the academic institutions, including contact information, from which such interns are receiving academic credit.

If, after review of the financial information and the backup documentation the City determines that all requirements have been met, the City will issue an incentive payment to the production company.

The City of Fremont may require the company to pay an administrative fee of no more than .5% of the estimated amount of the incentive or \$500, whichever is greater.



Date of Application:
Permit #

CITY OF FREMONT
 FILM PERMIT APPLICATION
 402-727-2630 (O)
 402-727-2667 (F)
 lottie.mitchell@fremontne.gov

New Application Revised Request

Project Title:	
Production Company:	
Office Address:	
Office Number:	Office Fax Number:
Location Manager:	Cell Number:
Assistant Location Manager:	Cell Number:

Film Location Address:	<input type="checkbox"/> Interior <input type="checkbox"/> Exterior	Prep: (Date & Time)	Wrap: (Date & Time)
		Begin Filming (Date & Time)	End Filming (Date & Time)

(Filming Dates/Times must reflect the moment production will arrive at the filming location (i.e. setup) and the time the last production vehicle leaves.)

Location of Base Camp (cannot be on streets)	Move in (Day, date, & time)	Move in (Day, date, & time)
Provide a Brief Description of the Scene Below		

Cater: _____	Phone number: _____
Craft Services: _____	Phone number: _____
** You must ensure that both entities have the necessary permits **	

Intermittent Traffic Control?	<input type="checkbox"/> Yes <input type="checkbox"/> No	(ITC cannot exceed 5 minutes)
On _____	From _____	To _____ EB / WB / NB / SB
Street Name	Street Name	Street Name
On _____	From _____	To _____ EB / WB / NB / SB
Street Name	Street Name	Street Name

Street Closure	<input type="checkbox"/> Yes <input type="checkbox"/> No
On _____	From _____ To _____ EB / WB / NB / SB
Street Name	Street Name Street Name
On _____	From _____ To _____ EB / WB / NB / SB
Street Name	Street Name Street Name

SPFX?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please describe:

Number of Cast & Crew at location: _____ Number of Fremont Police Dept. Officers: _____

Department Signatures
 All required signatures must be obtained to become a permit

Permit # _____

ENGINEERING/PLANNING DEPARTMENT

402-727-2636

Municipal Building 3rd Floor 400 E. Military Ave. Fremont, NE 68025	_____ Construction Coordinator	_____ Date
Barricade Permit N/A Comments	Approved Required	Denied Permit Fee \$

PARKS DEPARTMENT

402-727-2630

Municipal Building 400 E Military Ave, 2 nd Floor Fremont, NE 68025	_____ Park Supervisor	_____ Date
Comments	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied

FILM OFFICE

402-727-2630

Municipal Building 400 E Military Ave, 2 nd Floor Fremont, NE 68025	_____ Film Liaison	_____ Date
Comments	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied

SOLID WASTE

Comments	_____ Solid Waste Representative	_____ Date
	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied

Department Signatures
 All required signatures must be attained to become a permit

Permit # _____

FIREMARSHAL

402-395-2164

State Fire Marshal - District B 438 W Market Albion, NE 68620	_____ Fire Marshal's Office	_____ Date
	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Emergency Access Lane	<input type="checkbox"/> N/A	<input type="checkbox"/> Required
Fire Hydrant Access	<input type="checkbox"/> N/A	<input type="checkbox"/> Required
Special Cooking Arrangements	<input type="checkbox"/> N/A	<input type="checkbox"/> Required
Fire Extinguishers Needed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Standby Emergency Team Needed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Rescue	<input type="checkbox"/> Pumper
Special Considerations	<input type="checkbox"/> Elderly	<input type="checkbox"/> Handicap
Comments		

FREMONT POLICE DEPARTMENT

402-721-2685

Fremont Police Department 725 N. Park Ave. Fremont, NE 68025	_____ Police Chief	_____ Date
	<input type="checkbox"/> Approve	<input type="checkbox"/> Denied
Comments		

FREMONT FIRE DEPARTMENT

402-721-2688

Fremont Fire Department 415 E 16th St. Fremont, NE 68025	_____ Fire Chief	_____ Date
	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Comments		

I _____ do hereby declare that the enclosed scheduled filming will be conducted in accordance with the requirement and recommendations made by the film permit committee. I understand that violations of ordinances or statutes will not be encouraged or permitted. I also understand that this permit, if approved, may be revoked by any member of the Film Permit Committee, Fremont Police Department, or Fremont Fire Department, if, in their own opinion, any of the following occur: the event becomes a public nuisance, violations of Statues or Ordinances are committed by any participant, any of the recommendations herein referred to as the "Film Permit" are not met. I understand that any significant changes (date, time, logistics, location and the like) to the filming after the date it was reviewed by the Film Permit Department will require that I resubmit the "Film Permit" to the Film Permit Department and/or obtain approval of the changes from the respective departments.

Additionally, I understand that the City of Fremont and the Film Permit Department, will not be held responsible for changes made by the Event Organizer or Participating Entities prior to or during the event.

Signature of Applicant

Date

Additional Notes:
