

EXHIBIT "A"

FREMONT, NEBRASKA  
LOCAL OPTION ECONOMIC DEVELOPMENT PLAN

2014-2029 (15 YR PLAN)

MAYOR: Scott Getzschman

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## LOCAL OPTION ECONOMIC DEVELOPMENT PLAN

**June 1, 2014-June 1, 2029**

### OVERVIEW

Nebraska's voters enacted a constitutional amendment in November 1990 granting cities and villages the power to use local sources of revenue for economic or industrial projects and programs. In 1991, the Unicameral implemented this amendment with the passage of Legislative Bill 840, the Local Option Municipal Economic Development Act.

The Local Option Municipal Economic Development Act is based on the premise that communities should use their tax dollars in ways that best meet local needs. While ongoing planning processes in many towns have identified development, job creation and increased economic opportunity as their highest priority for the future, a variety of constitutional and legislative prohibitions kept them from investing local public funds in development programs. The removal of these limitations gives municipality's greater latitude in determining and acting upon local needs.

As communities have witnessed population declines and the loss of younger people, they have thought about their futures and the types of actions and investments needed to reverse these past trends. At the same time, smaller towns and cities are beginning to realize a period of significant opportunity. In a period of uncertainty, complexity and growing concern about the problems and quality of urban life, including cost and relative safety, the advantages offered by the smaller communities have become uniquely attractive. Concurrently, the revolution in information and communication technology as well as goods distribution has reduced the isolation of small towns. As a result, it is increasingly possible to operate a significant business in growth areas outside of major urban areas.

### ECONOMIC DEVELOPMENT STRATEGY

The City of Fremont's economic development strategy involves building on our strengths to promote the expansion of existing industries and the accompanying creation and retention of jobs and to recruit new industries and new jobs to the community. The principal strategy is directed at maintaining a good quality of life, building a strong workforce, developing community resources, attracting new capital investment, broadening the community's tax base and ensuring economic stability and viability for the City of Fremont.

Economic diversification will continue to be a critical priority for the City of Fremont.

Diversification will be strengthened by the recruitment of new business from outside and development of new or expanded businesses from inside the city. An economic development plan can establish the city as a nurturing environment for small and large businesses alike and provide economic opportunity. This atmosphere, in turn, will encourage people with skills and ideas to move or return to Fremont to live and do business.

In addition to recruitment, Fremont can create job opportunities by helping existing businesses in the city to expand their markets and compete more successfully. The successful marketing of Fremont as a center for opportunity is important to Fremont's effort to expand its labor force and attract new residents.

The City of Fremont recognizes that the attraction of new business and industry to a community, or the expansion of existing business or industry, takes place in a very competitive market place. In order to keep Fremont as competitive as possible in that market place, the community will strive to use financial and human resources available in a partnership with federal, state, municipal and private sources.

### **STATEMENT OF PURPOSE, GENERAL INTENT AND GOALS**

It is the intent of the City of Fremont to continue to have an Economic Development Plan, the purpose and goals which will be:

- To create new jobs;
- To expand the labor market;
- To retain existing jobs;
- To attract new capital investment;
- To broaden the tax base; and
- To provide economic diversification to ensure economic stability and vitality for the City of Fremont and surrounding areas.

The success of the plan will be measured by number businesses/agencies that have successfully accessed the plan, number of jobs created and retained for the length of the plan, the total dollars of capital investment in the community, and finally the growth in total valuation of the City. Each project will be based on its own merits, but priority will be given to jobs created and/or retained at or above the average wages and benefits for the community. The plan will be consistent with other comprehensive development and redevelopment plans for the City.

### **ELIGIBLE ACTIVITIES**

Eligible activities under the Economic Development Plan may include, but shall not be limited to the following.

1. Direct loans or grants to qualifying businesses for fixed assets or working capital or both;
2. Loan guarantees for qualifying business;
3. Grants for public works improvements which are essential to the location or expansion of, or

the provision of new services by, a qualifying business;

4. Grants or loans for job training;
5. The purchase of real estate, options for such purchases, and the renewal or extension of such options;
6. Relocation incentives for new residents;
7. The issuance of bonds as provided for in the Local Option Municipal Economic Development Act;
8. Payments for salaries and support of city staff to implement the economic development plan or the contracting of such to an outside entity.
9. May also include grants, loans, or funds for rural infrastructure development as defined in Neb. Rev. Stat. §66-2102.
10. Tourism related activities.
11. Skilled workforce recruitment initiatives.
12. The authority granted under §18-2710.01 R.R.S. Neb., involving the making of grants or loans for the construction rehabilitation for sale or lease of housing for persons of low or moderate income.
13. The eligible activities described above are considered priority activities for the use of funds generated under the Local Option Municipal Economic Development Act. The City of Fremont recognizes that the attraction of new businesses to a community or the expansion of existing businesses takes place in a very competitive market place. In order to keep Fremont as competitive as possible in that market place, and in the creation of new jobs in the area, the City retains the right to include as eligible activities those additional activities allowable by law under the Local Option Municipal Economic Development Act.
14. The Local Option Municipal Economic Development Act has been changed in several Legislative sessions since it was signed into law on June 3, 1991. It is reasonable to assume the law will change during the course of Fremont's Economic Development Plan. In order to stay current with Nebraska Statutes, the City of Fremont retains the right to amend this Economic Development Plan when such amendment pertains to changes made to the Local Option Municipal Economic Development Act or to other statutes that affect Fremont's Plan. Therefore this plan is written with the intent that future changes to the Act which are beneficial to the City and citizens of Fremont are expressly included in this plan.

## **TYPES OF BUSINESSES THAT WILL BE ELIGIBLE**

A qualifying business shall mean any corporation, partnership, limited liability company, or sole proprietorship which derives its principal source of income from any of the following:

1. The manufacture of articles of commerce.
2. The conduct of research and development.
3. The processing, storage, transport or sale of goods or commodities which are sold or traded in interstate commerce.
4. The sale of services in interstate commerce.
5. Headquarter facilities relating to eligible activities as listed in this section;
6. Telecommunications activities, including services providing advanced telecommunications capability;
7. Tourism related activities, or the production of films, including feature, independent, and documentary films, commercials, and television programs.
8. A business that derives its principal source of income from the rehabilitation of housing.
9. A business that derives its principal source of income from retail trade, except that no more than forty percent of the total revenue generated pursuant to the Local Option Municipal Economic Development Act for an economic development plan in any twelve-month period and no more than twenty percent of the total revenue generated pursuant to the act for an economic development plan in any five-year period, commencing from the date of municipal approval of an economic development plan, shall be used by the city for or devoted to the use of retail trade businesses. For purposes of this subdivision, retail trade means a business which is principally engaged in the sale of goods or commodities to ultimate consumers for their own use or consumption and not for resale. In order for retail business to be considered for LB840 money, the project must give significant increase to taxes received by City; and
10. Any other business deemed as a qualifying business in the Local Option Municipal Economic Development Act or through future action of the Nebraska legislature.

If a business which would otherwise be a qualifying business employs people and carries on activities in more than one city in Nebraska or will do so at any time during the first year following its application for participation in an economic development plan, it shall be a qualifying business only if, in each such city, it maintains employment for the first two years following the date on which such business begins operations in the city as a participant in its economic development plan at a level not less than its average employment in such city over the twelve-month period preceding participation.

A qualifying business need not be located within the territorial boundaries of the city from which it is or will be receiving financial assistance.

## **BUDGET**

Following the adoption of an ordinance establishing an economic development plan, the amount to be

expended on the plan for the ensuing biennial period shall be fixed at the time of making the biennial budget required by law and shall be included in the budget

**Proposed Source of Funding**

The source of public funds for Fremont's Economic Development Plan will be one-third (1/3<sup>rd</sup>) of the proceeds from an existing ½ cent Fremont city sales and use tax adopted in 1999, renewed in 2004, and reviewed again in 2014, with a maximum amount to be appropriated in each year for the Economic Development Plan not to exceed those allowed by state statute. These public funds will be placed into the Economic Development Restricted Trust Fund.

Any proceeds from the issuance of bonds to provide funds to carry out this Economic Development Plan and any proceeds from land or building sales associated with this Economic Development Plan shall be deposited in this fund. The City of Fremont shall not transfer or remove funds other than for the specific uses outlined in this plan during the life of this plan.

The restrictions on the appropriation of funds from local sources of revenue shall not apply to the re-appropriation of funds, which were appropriated but not expended during the previous fiscal years.

**Time Period for Collection of Funds**

The Plan tax collection will be in effect from June 1, 2014, to December 31, 2024, an approximate ten (10) year period. The City of Fremont's Economic Development Plan will be in effect for a fifteen (15) year period. Miscellaneous revenues and funds, including but not limited to repayment of loans, return on investments, fees for activities such as loan guarantees, and sales proceeds from properties, may continue to be used for activities contained within this Economic Development Plan during the life of this plan.

Estimated collections for the plan from local sources will be one third (1/3) of the one half (.50%) Local Option Sales Tax (LOST) per year.

**Preliminary Biennial Budget**

Annual Estimated Funds Collected	1/3 of the ½% Local Option Sales Tax Collected
Expenditures	
Eligible activities allowed by Plan	1/3 of the ½% Local Option Sales Tax Collected

**Bond Authority**

Fremont may have a business opportunity or other economic development project that requires initial funds that exceed the single year proceeds of the local option sales tax. In order to take advantage of such an opportunity, Fremont should have the ability to issue debt per state statute.

Future sales tax receipts then retire the debt. The City Council may authorize the issuance of bonds to carry out the economic development plan following a public hearing.

## PROCESS

The City of Fremont will be responsible for administration of the Plan. References to Plan Administration in this document will refer to the City of Fremont, unless the city council subsequently appoints an outside third party administrator.

There shall be created for the review process an economic development team consisting of two (2) City of Fremont elected or appointed officials (selected annually by the mayor and approved by City Council), two (2) Greater Fremont Development Council representatives (recommended by the GFDC and selected annually by the Mayor), and three at-large members, appointed annually by the mayor and subject to approval of Council. For the first year, only, one (1) member from the City of Fremont elected or appointed officials, one (1) Greater Fremont Development Council representative, and (1) at-large member shall be selected by the mayor and approved by City Council to be appointed for a one (1) year term, and the remaining members of the economic development team will be selected for a two (2) year term. One (1) member from the City of Fremont, one (1) representative from Greater Fremont Development Council, and two (2) at large members shall be selected annually by the Mayor and approved by Council, so that terms are staggered. Any member with conflict of interest shall not review any application wherein there appears to be any direct conflict of interest.

### Phase 1

Phase 1 determines the potential of financing for proposed project or activity.

To be considered for direct financial assistance under this plan, an applicant must provide at a minimum the following.

1. A detailed description of the proposed project.
2. A business plan, including employment and financial projections, current and past financial statements and financial records as needed to perform due diligence as well as financing requirements for the project, and total project costs.
3. A list of key management employees and their skills and experience related to the project.
4. A completed City of Fremont Local Option Municipal Economic Development Plan Application for Financial Assistance.

Additional information, as necessary to determine the eligibility and economic viability of the proposed project(s), may be requested by the Plan Administrator and/or by the City.

### Phase 2

Phase 2 is the review portion of the process.

Upon completion of the application and submittal of the application to the Plan Administrator, the Plan Administrator will review applications and requests for financial assistance in the order in which the Plan Administrator receives them. The plan/project will be submitted to the Economic Development Team for review and recommendations. The Economic Development Team will review each application and decide whether to recommend to City Council for approval based on project feasibility and the potential future economic benefit to the community of Fremont as determined by review of the applicant's business plan and other requested information. If the Economic Development Team does not recommend the application, the business can decide to revise the plan and resubmit to the Economic Development Team for a second review or elect to present the existing plan to the City Council without a favorable recommendation from the Economic Development Team.

Review by the Citizen Advisory Review Committee.

The Plan Administrator will be responsible for verification of information in the applications from those eligible businesses, which receive a recommendation for financial assistance before recommendation is made to the City Council.

### **Phase 3**

After review the application will be submitted with recommendations to the City Council for its review and final decision.

The Council will consider the overall benefits to the community. Then the Council will strive to provide the Plan Administrator a decision that fits within the time frame suitable to meet the business requirements of the applicants. Once approved, the Plan Administrator will take the necessary actions to execute the agreements made.

### **ADMINISTRATION OF ECONOMIC DEVELOPMENT PLAN**

#### 1. Plan Administrator:

- Assists Applicants and conducts active recruiting for potential applicants.
- Will be responsible for the day-to-day activities of administering the plan.
- Develops the application form and procedures to encourage participation from eligible activities.
- Responds to all inquiries in a timely manner.
- Reviews and analyzes confidential financial information to make an educated evaluation of the viability of the project to the economic development team and the City Council.
- Ensures applications are processed, reviewed and brought before the City Council in a timely manner.
- Provides someone to serve as an ex-officio, non-voting member of the Citizen Advisory Review Committee who will provide that committee with necessary advice and information

- Tracks participating businesses' employment figures for two years if said business employ persons in other Nebraska communities.
- Provides a report to City Council and the general public on the activity of the plan on a quarterly basis.

2. Citizen Advisory Review Committee:

- The Citizens Advisory Review Committee will meet regularly as required to review the plan and any applications referred by the Council, and will report to the City Council in a timely manner on its findings and suggestions at a public hearing called for that purpose.

By State Statute, this committee is comprised as such:

- A group of citizens who are registered voters of the City, appointed by the Mayor and subject to approval of the City Council, who will review the functioning and progress of the economic development plan and advise the City Council with regard to the plan.
- Committee organization will consist of:
  - \*Not less than five nor more than ten members.
  - \*At least one individual with expertise or experience in the field of business, finance or accounting.
  - \*A City Official or Employee responsible for the administration of the economic development plan who will serve as an Ex-Officio Member.
  - \*The ordinance shall designate one municipal official or employee (designated by title) to administer the economic development plan and serve as an ex officio Committee member. The designated individual also will be responsible for providing the committee with necessary information and advice on the economic development plan (Neb. Rev. Stat. §18-2715)

-No member of the committee shall be an elected or appointed city official, an employee of the City, a participant in a decision making position regarding expenditures of plan funds, or an official or employee of any qualifying business receiving financial assistance under the economic development plan or of any financial institution participating directly in the economic development plan.

3. City Council:

- Will have final authority on expenditure of funds in support of the economic development plan.
- Will select a Plan Administrator and approve the membership of the Citizens Advisory Committee.
- Will have ultimate responsibility for the economic development plan.

4. Loan Plan Administrator (if loan plan exists)

If the economic development plan involves the establishment of a loan fund, the governing body of the city shall designate an appropriate individual to assume primary responsibility for loan servicing and shall provide such other assistance or additional personnel as may be required. The individual may be an employee of the city, or the city may contract with an appropriate business or financial institution for loan servicing functions.

The governing body of the city shall be provided with

- a. An account of the status of each loan outstanding,
- b. Plan income and current investments of unexpended funds on a monthly basis. Plan income shall mean payments of principal and interest on loans made from the loan fund and the interest earned on these funds.

Records kept on such accounts and reports made to the governing body of the city shall include, but not be limited to, the following information:

- a. The name of the borrower;
- b. The purpose of the loan;
- c. The date the loan was made;
- d. The amount of the loan;
- e. The terms of the loan, including the interest rate, the maturity date, and the frequency of payments; and
- f. The payments made to date and the current balance due.

The individual responsible for loan servicing shall monitor the status of each loan and, with the cooperation of the governing body of the city and the primary lender or lenders, take appropriate action when a loan becomes delinquent.

The governing body shall establish standards in writing for the determination of loan delinquency, when a loan shall be declared to be in default, and what action shall be taken to deal with the default to protect the interests of the qualifying business, third parties, and the city.

The governing body shall establish a process to provide for consultation, agreement, and joint action between the city and the primary lender or lenders in pursuing appropriate remedies following the default of a qualifying business in order to collect amounts owed under the loan.

### **Process to Ensure Confidentiality of Business Information Received:**

In the process of gathering information about a qualifying business, the City or covered entity may receive information about the business, which is confidential and, if released, could cause harm to the business or give unfair advantage to its competitors. State law authorizes cities and other public entities to maintain the confidentiality of business records, which come into their possession.

To protect the business applying for funds and to encourage them to make full and frank disclosure of business information relevant to their application, the City of Fremont will take such steps as may be necessary to ensure the confidentiality of the information it receives, pursuant to Neb. Rev. Stat. §18-2715 (4) and §84-712.05.

1. The adoption of an ordinance which makes such information confidential and punishes disclosure;
2. A restriction on the number of people with access to the files with the Plan Administrator primarily responsible for their safe-keeping, and
3. A requirement that personnel involved in the plan sign statements of confidentiality regarding all personal and private submittals by qualified businesses.
4. Sensitive financial records are to be kept confidential by the Plan Administrator and analyzed by the Plan Administrator or an agreed upon third party, not to be shared with the economic development team or the City Council without the explicit consent of the company and/or individuals.

### **PURCHASE OF REAL ESTATE OR OPTION TO PURCHASE**

If and when real estate is to be purchased or optioned by the City under the Plan, it should meet the following general criteria:

1. The property shall be properly zoned without any excessive easements, covenants or other encumbrances.
2. The property should conform or be able to be re-zoned to comply with the City and/or County's Comprehensive Plan.
3. Selection of sites shall be based upon sound economic development location criteria or specifications for special projects.
4. Can be located either within or outside of the City limits.
5. All purchases and options for purchase shall be approved by the City Council.
6. The proceeds from the future sale of such land would be returned to the City's Economic Development Fund for reuse for activities eligible in the Plan.

### **INVESTMENT OF ECONOMIC DEVELOPMENT FUNDS**

The City will establish a separate Economic Development Fund.

1. All funds derived from local fund sources of revenue for the Economic Development Plan, any earnings from the investment of such funds, any loan payments, any proceeds from the sale by the City of assets purchased by the City under its Economic Development Plan, or any other money received by the City by reason of the Economic Development Plan, shall be deposited into the Economic Development Fund.
2. No money in the Economic Development Fund shall be deposited in the General Fund of the City except as provided by statute.
3. The City shall not transfer or remove funds from the Economic Development Fund other than for purposes prescribed in the Act and this plan.

4. The money from the Economic Development Fund shall not be commingled with any other City funds.

#### APPROPRIATION OF ECONOMIC DEVELOPMENT FUNDS

(1). The City shall not appropriate from funds derived directly from local sources of revenue for all approved economic development plans, in each year during which such plans are in existence, an amount in excess of four-tenths of one percent of the taxable valuation of the city in the year in which the funds are collected.

(2). Notwithstanding the provisions of subsections (1) and (3) of this section, the City shall not appropriate from funds derived directly from local sources of revenue more than four million dollars for all approved economic development plans in any one year.

(3). Notwithstanding the provisions of subsections (1) and (2) of this section, the City shall not appropriate from funds derived directly from local sources of revenue an amount for an economic development plan in excess of the total amount approved by the voters at the election or elections in which the economic development plan was submitted or amended.

(4). The restrictions on the appropriation of funds from local sources of revenue as set out in subsections (1) through (3) of this section shall apply only to the appropriation of funds derived directly from local sources of revenue. Sales tax collections in excess of the amount which may be appropriated as a result of the restrictions set out in such subsections shall be deposited in the city's economic development fund and invested as provided for in Neb. Rev. Stat. §18-2718. Any funds in the city's economic development fund not otherwise restricted from appropriation by reason of the city's ordinance governing the economic development plan or this section may be appropriated and spent for the purposes of the economic development plan in any amount and at any time at the discretion of the governing body of the city subject only to Neb. Rev. Stat. §18-2716

(5). The restrictions on the appropriation of funds from local sources of revenue shall not apply to the re-appropriation of funds which were appropriated but not expended during previous fiscal years.

(6). Any money in the Economic Development Fund not currently required or committed for the purposes of Economic Development shall be invested as provided in Neb. Rev. Stat. §77-2341.

(7). In the event that the Economic Development Plan is terminated, any funds remaining will be transferred as provided by statute to the General fund of the City and will be used on an installment basis to reduce the property tax levy of the City as provided by the Act.

(8). If there is a conflict between this plan and State Statute, the State Statute will control.

## Film Incentive Program Checklist

### Performance-based incentive (grant) guidelines:

- Allow 30 days for application process
- Must have approval by City Council prior to filming and prior to any expenditure being considered for rebate occurs
- Production 100% funded (proof of funding)
- Film production company a “for-profit” organization
- Filming must generally begin within 60 days after permit approval
- Project shall be for exhibition and reasonable commercial exploitation

### Not eligible if:

- Producer or principals have prior financial obligations, crew mistreatment issues or un-remedied site concerns
- Productions where producer withdrew application for eligibility determination
- Productions that pay employees less than minimum wage
- Productions of one or more segments of a newscast, live broadcast or sporting event
- Productions that employ interns without the intern receiving academic credit

### Qualified local expenditures to individuals or businesses in Fremont include:

- Payments to purchase story and scenario for film,
- Payments for set construction and operations, wardrobe, accessories, and related services,
- Payments for photography, sound recording and synchronization, lighting, and related services,
- Payments for editing, post-production, music, and related services,
- Payments for renting facilities and equipment, including location fees,
- Payments for other direct costs deemed appropriate by the City,
- Leasing of vehicles and Fremont based chartered aircraft for in-state transportation,
- Food and lodging up to \$150 per day per individual.

### Excluding:

- Tobacco and alcohol,
- A gift greater than \$25 in value,
- Artwork or jewelry, unless used in film, up to \$2,500,
- Entertainment, amusement or recreation (wrap parties),
- Fringes for non-residents, including actors/performers,
- Chartering Fremont aircraft for out-of-state transportation,
- Internet purchases unless seller is a Fremont business,
- Cell phone reimbursements when billing address is not in Fremont,
- Third party expenditures,
- Expenditures to a non-profit organization.

Film Incentive Rebate Funding:

- 1) Thirty percent (30%) of the LB840 funds received annually are targeted towards film incentives; and
- 2) A film incentive award cannot exceed thirty percent (30%) of the moneys in LB840, and
- 3) A film incentive award cannot exceed thirty percent (30%) of the qualified local expenditures.

Film Incentive Rebate Program awards are on a first come, first considered basis and are subject to LB840 fund availability.

**Estimated local expenditures:** \_\_\_\_\_ **Estimated Incentive:** \_\_\_\_\_

Additional requirements: (to be part of the Rebate Incentive Program)

- E-verify through a federal immigration verification system,
- Agree to list "Fremont, Nebraska" and City logo in film credits,
- Agree to pay all obligations incurred in Fremont,
- Submit draft script,
- List anticipated MPAA rating of the film and synopsis.

**Reviewer:** \_\_\_\_\_ **Recommended Incentive:** \_\_\_\_\_

## City of Fremont Filming Guidelines

### Things you need to do before the permit meeting

- Obtain general liability insurance in the amount of \$1,000,000.00, naming the City of Fremont as an additionally insured party for the length of the shoot. It will read as follows:  
City of Fremont  
400 East Military Ave  
Fremont, NE 68025
- Send a copy of the liability insurance to the City of Fremont Administration Office (FAO) via fax, 402-727-2667, or email [lottie.mitchell@fremontne.gov](mailto:lottie.mitchell@fremontne.gov)
- Obtain a film permit application from the FAO or download the permit application from our website at [www.fremontne.gov](http://www.fremontne.gov)
- Complete page 1 of the film permit application and sign the declaration on the final page. Attach additional pages as needed.
- Call the Administration Office at 402-727-2630 to schedule the review and signing of your permit application.
- An approved Permit Application is required prior to the start of filming activities.
- Contact the City Administrator's office at 402-727-2630. They will advise whether or not construction/events are happening that may interfere with filming.
- Submit the letter(s) of notification to the FAO. Once the letter(s) are approved, the administration office will contact the necessary departments and get approval. Please see the notification guidelines section for more details. Once you are done with notifying the affected business/residents, attach the letter of notification to the permit.
- Attach a sketch of the filming site, mapping out the placement of work trucks to the permit. If there are street/sidewalk closures or intermittent traffic control, barricades will be available for a fee from the City Street Department. The Street Department will create the necessary traffic control plans and submit a copy of the TCP (traffic control plan) to the Fremont Administration Office.
- Attach a sketch and/or traffic control plan of the exact filming location, listing which roads you wish to close and placement of any work trucks/equipment on the streets and or sidewalks. If you do not have a traffic control plan by the time of the film permit meeting, the City Street Supervisor will need to be at the meeting.
- Contact City of Fremont Police Department at 402-727-2677 to set up an account for use of City of Fremont police officers.

- Ensure the caterer and craft services contact the City Clerk's Office at 402-727-2633 to obtain the necessary food service permits before filming.
- If you are filming outside of Fremont city limits but still in Dodge County, you must call the Dodge County Clerk at 402- 727-2767. They will assist you with all necessary permitting for Dodge County.

### **Things to remember when filming in Fremont**

- Impact to vehicular traffic on any part of 23rd Street requires the Fremont City Administrator's signature and at least a 5 day notice to process.
- Graffiti is removed daily throughout the City. Please contact the FAO for more information.
- Production vehicles must not block parking lot access/egress ramps, fire hydrants or be parked in fire lanes and must leave at least 20 ft. clearance between vehicles parked on either side of the road for emergency response vehicles to pass. Production vehicles cannot park on 23<sup>rd</sup> Street or in front of businesses unless loading or unloading.
- Base camp and crew parking shall be at an approved, pre-determined location; preferably a nearby parking lot. If street parking is approved, film notices, with details regarding parking and street usage, shall be given to all neighborhood residents.
- Parking in alleyways is prohibited unless special arrangements are made through the FAO.

### **Neighborhood notification**

The film company must notify affected residents, occupants and businesses, in advance of filming and as instructed by the FAO, of the duration and location of filming and base camp, including information about planned special effects, road and lane closures, no parking requests, sidewalk usage (without obstructing pedestrians) and the time that barricades will be placed on the street.

A template of the required letter of notification is included in this packet. Please use the template when creating your letter of notification for distribution.

**If you wish to be in a neighborhood between the hours of 10 p.m. and 7 a.m. you must coordinate this with the FAO. There is a special notification process for this, as well as the need to obtain a noise permit which will be explained to you by the FAO.**

## Letter of notification guidelines:

The purpose of writing a letter to residents and businesses is to give advance notification of your arrival and describe the filming activities. All letters of notification must be forwarded to the City of Fremont Administration Office for review and approval before the letter is delivered by film company personnel to the neighborhood(s) where filming is proposed to occur. Letters must be received by the resident/business in advance of filming.

Please use the following checklist to ensure your letter includes all relevant details.

- Production company name, working title and type of production are listed.
- Name, title and phone numbers of the location manager, assistant location manager are provided. You must also include the City Grant Coordinator's phone number (402-727-2630).
- Duration of filming is given (dates and times)
- Date(s) and time of day that production vehicles will arrive at the location as well as wrap time and day must be included.
- Street dressing, gunfire and/or special effects must be included.
- Specifics regarding proposed alternate parking arrangements for permit parkers have been included. It is up to the production company to find alternative parking arrangements suitable to the residents.
- Specifics regarding street closures, intermittent traffic control, sidewalk closure, alternative parking requests for neighborhood/business district must be included.

Ultimately, the letter will provide the affected area with information about what's going on and let them know the production company is committed to making this a positive experience for them. Please always be gracious, we want everyone to be able to film there again.

## Consideration & Disruption

Film crews may only be in residential neighborhoods between the hours of 7 a.m. and 10 p.m., unless by special arrangement through the Fremont Administration Office.

**Consideration to Residents/Occupants/Businesses:** These persons should be free from any negative environmental conditions resulting from filming including but not limited to, spillover lighting, exhaust fumes or noise that may affect their ability to enjoy their property or conduct their business unless they have been contacted and do not express any objection. Specifically:

**Lighting:** Lighting for filming should be oriented away from neighboring residences unless residents have been contacted and do not express any objection and should not interfere with the safe movement of traffic.

**Noise:** The production company must comply with legislation governing noise. If the affected residents/occupants/businesses have been advised in advance of the nature of the noise and do not object, the likelihood of a complaint will be reduced.

**Disruption to Residents/Occupants/Businesses:** It is the production company's responsibility to ensure that there is a minimum of disruption to residents, occupants, businesses and City employees where filming occurs. This includes ensuring residents, owners and customer's access to their respective premises and ensuring pedestrian and vehicular access to adjoining properties.

## **Vehicles, Traffic, Parking**

### **Traffic:**

- No interference with pedestrian or vehicular traffic is to occur without being noted on the permit and approved by the FAO.
- Production vehicles must comply with appropriate traffic regulations unless stated otherwise on the permit.
- All moving vehicles must comply with regulations governing traffic in city parks/properties unless otherwise noted on the permit.
- Except where a road is closed for filming, where a moving vehicle is involved, the applicant shall adhere to the posted speed limits and to lawful conditions.

### **Parking and/or Standing:**

Production vehicles must not block fire hydrants, be parked in fire lanes and must leave at least 20 ft. clearance between vehicles for emergency response vehicles to pass.

- Production vehicles must not block parking lot access/egress ramps.

**Traffic Stoppages:** Intermittent traffic stoppages are limited to a **maximum of 5 minutes**, and must be under the supervision of a Fremont's Overtime Police Officer.

## **Police/Fire/Ambulance**

### **Filming Activities and Relationship to Police/Fire/Ambulance:**

- Appropriate Fire personnel/Fire Marshals are required for the detonation of pyrotechnic special effects.
- The Fremont Fire Department must be advised in advance when the use of flammable liquids/materials and special effects are being planned.
- Fremont Police Officers are required as determined by the FAO for such things as intermittent traffic stoppages and traffic control and/or when required to direct pedestrian or vehicular traffic including those instances involving city parks/properties. You must contact Fremont Police Department in advance of filming to schedule officers. **A copy of the permit is to be**

**shown by the production company to each of the police officers on duty.** All costs associated with these requirements are the expense of the applicant.

## **Responsibilities**

**Clean-up:** Production crews must clean the location at the end of the filming day with a minimum amount of noise and disruption and ensure the area is returned to its original or better condition, unless otherwise approved by the FAO or other arrangements are made with an operating Division of the City and noted on the permit, in which case the production company will be billed accordingly.

**Conduct:** It is the responsibility of the production company to ensure that their staff operates in a safe and professional manner in the course of their duties.

## **Letters of Notification**

The purpose of writing a letter to residents and businesses is to give advance notification of your arrival and describe the filming activities.

All letters of notification must be forwarded to the City of Fremont Administration Office for review and approval before the letter is delivered by film company personnel to the neighborhood(s) where filming is proposed to occur.

Letters must be delivered via public notice in the newspaper, local radio and neighborhood posting.

Please use the following checklist to ensure that your letter includes all relevant details.

- Production company name, working title and type of production are listed.
- Name, title and phone numbers of the location manager, assistant location manager are provided. You must also include the City Grant Coordinator's phone number (402-727-2630).
- Duration of filming is given (dates and times)
- Date(s) and time of day that production vehicles will arrive at the location as well as wrap time and day must be included.
- Street dressing, gunfire and/or special effects must be included.
- Specifics regarding proposed alternate parking arrangements for permit parkers have been included. It is up to the production company to find alternative parking arrangements suitable to the residents.
- Specifics regarding street closures, intermittent traffic control, sidewalk closure, alternative parking requests for neighborhood/business district must be included.

Ultimately, the letter will provide the affected area with information about what's going on and let them know the production company is committed to making this a positive experience for them. Please always be gracious, we want everyone to be able to film there again.

Your Production Company  
Name/Logo Here



## Filming in Your Neighborhood

**WHO:** \_\_\_\_\_ (Name of production company)  
**WHAT:** \_\_\_\_\_ (e.g. movie, commercial, photo shoot, etc)  
**WHERE:** \_\_\_\_\_ (Address of location)  
**FILMING ACTIVITY DATE(S):** From \_\_\_\_\_ To \_\_\_\_\_  
**EXPECTED TIME(S):** Date \_\_\_\_\_ : Time \_\_\_\_\_ to \_\_\_\_\_  
Date \_\_\_\_\_ : Time \_\_\_\_\_ to \_\_\_\_\_

**Neighbors, please note: Dates and times are best estimates and subject to change due to the many variables inherent in the filming process. The production will do its best to give notice of changes, should any occur.**

**DESCRIPTION OF PRODUCTION ACTIVITIES** (Production crew, actors, vehicles and equipment will be in and around the location): *Please modify template below to detail your production activities:*

### Parking

- ◆ Describe parking restrictions as defined on permit. Include dates/times and detailed description or map of permitted areas.
- ◆ Indicate barricade placement and when parking will be restricted in the neighborhood, e.g.:

From \_\_\_/\_\_\_/\_\_\_ at \_\_\_:\_\_\_ am/pm To \_\_\_/\_\_\_/\_\_\_ at \_\_\_:\_\_\_ am/pm

- The \_\_\_\_\_ side of \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_.
- The \_\_\_\_\_ side of \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_.

### Traffic

- ◆ Describe street/sidewalk and/or closures. Include dates/times and detailed description or map of permitted areas.

### Noise

- ◆ Detail noise variance permit info, generator placement and other noise level variations. Include times/dates of activity.

Thank you for sharing your neighborhood with us during this on-location film shoot. Our crew will do our best to minimize any disruption or inconvenience to you. This production has coordinated with the City of Fremont Administration Office to obtain permits and permissions for this shoot.

**If you have questions or concerns about filming activities, please call us as soon as you receive this notice at the numbers listed below and we will make every effort to accommodate you. Thank you!**

\_\_\_\_\_(Name) \_\_\_\_\_(Title)

Mobile Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

*If you have any questions or concerns after speaking with us, you may call the City of Fremont Administration Office at 402-727-2630.*

## Film Incentive Program

The Film Incentive Rebate Program of Fremont offers a performance-based incentive that can rebate a portion of the qualified local expenditures incurred by a production company. All production companies seeking to participate in the Program must submit, with all supporting documents, a Local Option Economic Development Plan Grant application and allow at least 30 days for the application process. All applications must be approved by City Council prior to filming and prior to any expenditures being considered for rebate occur. Productions must be 100% funded and all submissions should be prepared to offer proof of funding. The filming entity (Film Production Company) cannot be a non-profit organization.

Qualifying projects must be intended for exhibition and reasonable commercial exploitation. Regional and national commercials will qualify with proof that they will be broadcasted nationally or regionally.

The following productions are not eligible:

- (a) Productions of a producer that has, or whose principals have, a verifiable history of previous production problems that create significant doubt, as determined by the City, regarding the producer's ability to complete a production in Fremont, Nebraska successfully. The production problems may include, but are not limited to:
  - (i) Unpaid financial obligations;
  - (ii) Crew mistreatment; and
  - (iii) Damage to locations the producer did not repair upon completion of the production.
- (b) Productions with respect to which the producer withdraws its application for eligibility determination.
- (c) Productions that pay any employee less than minimum wage.
- (d) Productions of one or more segments of a newscast, live broadcast or sporting event.
- (e) Productions that employ any individual as an "intern" without that individual receiving academic credit.

Based on the information provided in the production company's application, the City will make an initial determination of whether the production company will be eligible to receive a performance-based incentive. If a production is not selected for the Program, the production company will be notified in writing within 30 days.

If a production company is eligible, the City will determine the maximum rebate amount that can be reimbursed to the production company. Upon approval of the Fremont City Council, the City shall grant conditional written approval to the production company. Failure to obtain written approval prior to beginning significant production activities may result in a forfeiture of eligibility for the performance based incentive.

Qualified local expenditure (**Taxable Sales**) means a payment made by a production company operating in Fremont to a person or business in Fremont in connection with production activities in Fremont. Qualified local expenditure shall include, but not be limited to:

- (a) Payments made in connection with developing or purchasing the story and scenario to be used for a film;
- (b) Payments made for the costs of set construction and operations, wardrobe, accessories, and related services;
- (c) Payments made for the costs of photography, sound recording and synchronization, lighting, and related services;
- (d) Payments made for the costs of editing, post-production, music, and related services;
- (e) Payments made for the cost of renting facilities and equipment, including location fees;
- (f) Payments for other direct costs incurred by the film production company that are deemed appropriate by the City;
- (g) Leasing of vehicles: not including the chartering of aircraft for out-of-state transportation, however including Fremont based chartered aircraft for in-state transportation directly attributable to the production shall be considered a direct production expenditure; and
- (h) Food and lodging: provided that only the first one hundred fifty dollars (\$150) of lodging per individual per day is eligible to be claimed.

The following does not qualify:

- (a) Tobacco products and alcoholic beverages;
- (b) The value of a gift greater than twenty-five dollars (\$25.00);
- (c) Artwork or jewelry except when a work of art or a piece of jewelry is used as set dressing or a prop in the film production (on-camera), then it will qualify for up to \$2,500;
- (d) Entertainment, amusement or recreation (this includes wrap parties);
- (e) Fringes for non-residents, including actors/performers;
- (f) Chartering of Fremont based aircraft for out-of-state transportation;
- (g) Purchases made on the internet unless the seller is located in Fremont (proof of residency required);
- (h) Cell phone reimbursements when the billing address is outside of Fremont, Nebraska;
- (i) Expenditures incurred and paid by a third party and claimed by the qualified film production company will not qualify – only expenditures directly incurred and paid by the qualified film production company (approved and on file with the City) to the vendor of the services or property will qualify;
- (j) Expenditures made to non-profit organizations do not qualify.

Film Incentive Rebate Funding:

- 1) Thirty percent (30%) of the LB840 funds received annually are targeted towards film incentives; and
- 2) A film incentive award cannot exceed thirty percent (30%) of the moneys in LB840, and
- 3) A film incentive award cannot exceed thirty percent (30%) of the qualified local expenditures.

Film Incentive Rebate Program awards are on a first come, first considered basis and are subject to LB840 fund availability.

All companies entering into the film rebate program with the City of Fremont must E-verify through a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of

Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

**Additional requirements:** Projects that have scrolling end credits shall contain an acknowledgement that the production was filmed in “Fremont, Nebraska”. A long-form narrative film production (e.g. feature) shall also include a city logo provided by the City office in the end credits. The Production shall agree to pay all obligations the film production company has incurred in Fremont, Nebraska. The Production Company will submit the most current draft of the complete script as well as the anticipated MPAA rating of the film and a synopsis.

Not every project will qualify for the grant. The City of Fremont is not required to grant projects that include “inappropriate content” or “contains material that violates city code or ordinances”.

Applications can be dropped off to:

City of Fremont  
Attn: Grant Coordinator  
400 E. Military Ave  
Fremont, NE 68025

## 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 the film incentive guidelines and approved permit(s)

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.*

**CITY OF FREMONT, NEBRASKA  
REQUEST FOR ASSISTANCE**

THIS REQUEST, is made on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_  
\_\_\_\_\_, located at \_\_\_\_\_  
\_\_\_\_\_ (hereinafter referred to as the "Applicant") to  
the City of Fremont, Nebraska (hereinafter referred to as the "City").

WITNESSETH:

WHEREAS, Applicant has requested the City to investigate the feasibility of obtaining a Local Option Economic Development Plan Grant in connection with the financing of a project to be undertaken by Applicant.

NOW, THEREFORE, in consideration of the request the following may be done:

1. City agrees to work with the Applicant to investigate the feasibility of obtaining financing through a Local Option Economic Development Plan Grant for the Project. City will investigate the financial condition of Applicant and determine whether or not a Local Option Economic Development Plan Grant Application is appropriate. City will submit the needed paperwork for a Local Option Economic Development Plan Grant for the Applicant to the appropriate committees and City Council, if:

a. Applicant and the Project are within the eligibility criteria of the Local Option Economic Development Plan.

2. If the City determines, in its sole discretion, that the Applicant is eligible for a Local Option Economic Development Plan Grant, then, and in such event, City will advise and consult with the Applicant in the preparation by the Applicant for a complete set of Grant documents together with supporting exhibits, for the purpose of making applications for a Local Option Economic Development Plan Grant (hereinafter referred to as the "Grant Package").

3. Applicant hereby acknowledges that the Applicant is charged with the actual responsibility of preparing the Grant Package, and that the City's sole responsibility in connection with the preparation of the Grant Package shall be to consult with and advise the Applicant as needed. The Applicant further acknowledges that the Applicant will be required to promptly and accurately supply required information concerning the Project. Applicant also further covenants and agrees that City shall not be liable for any of the debts or obligations incurred in and for the assistance of benefit of the Applicant. Applicant further agrees that Applicant will hold the City harmless, and pay all costs and expenses, including attorney's fees, in the event that any claim is made or lawsuit is filed by or against the City arising out of any transaction with or assistance to the Applicant which may in any way be connected with the Agreement.

IN WITNESS WHEREOF, the Applicant hereto have executed, caused to be duly executed this Request, and have affixed or caused to be duly affixed hereto there seal, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Applicant

BY: \_\_\_\_\_

CITY OF  
**FREMONT**  
NEBRASKA PATHFINDERS

**Local Option Economic Development Plan Grant Application**  
**(Application is an Official Public Document)**

**A. BUSINESS INFORMATION:**

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ City State Zip

Contact Person: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_ Company website: \_\_\_\_\_

Phone No. \_\_\_\_\_ FAX No. \_\_\_\_\_

Project Title: \_\_\_\_\_ Total Budget: \_\_\_\_\_

- Business Classification (Mark One):
- |  |   |
|--|---|
| <input type="checkbox"/> Film/Theatrical   | <input type="checkbox"/> Film/Documentary   |
| <input type="checkbox"/> Television/Series | <input type="checkbox"/> Television/Reality |
| <input type="checkbox"/> Video/New Media   | <input type="checkbox"/> Student Films      |
| <input type="checkbox"/> Commercials       | <input type="checkbox"/> Misc./Other        |

Federal ID#: \_\_\_\_\_ (Attach W-9 form) State

of Incorporation or Formation \_\_\_\_\_

Business Type (Mark One):  Proprietorship  Corporation  Partnership  L.L.C

Does the Company have a Parent or Subsidiaries?  Yes  No

If Yes, Identify Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ City State Zip

**B. PERSONAL INFORMATION:**

Director: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

Line Producer: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

Accountant: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

Location Manager: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

Legal Representation: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

**C. BUDGET INFORMATION: (Fremont Spend of City Taxable Sales Only)**

Categories:	Projected Spend
Location Site Fees	\$ _____
Production Facilities	\$ _____
Construction Facilities/Expenditures	\$ _____
Equipment Rental	\$ _____
Purchases/Rentals	\$ _____
Housing/Living Expenses	\$ _____
Other (include attachments as need)	\$ _____

**D. SCHEDULE BREAKDOWN: (Fremont Schedule Only)**

Estimated Start: \_\_\_\_\_

Prep/Wrap Period (Days/Weeks): \_\_\_\_\_

Shoot Period (Days/Weeks): \_\_\_\_\_

Project Location:

\_\_\_\_\_ Within the City Limits of Fremont

\_\_\_\_\_ Outside of City Limits, but within the Zoning Jurisdiction of Fremont

\_\_\_\_\_ Unincorporated Area (Dodge County)

**E. ESTIMATED PRODUCTION WORKFORCE:**

\_\_\_\_\_ Total Number of workforce (estimated number of people on the ground in Fremont)

\_\_\_\_\_ Total Number of Fremont resident workforce

\_\_\_\_\_ % of Fremont residents included in entire production force

*Complete the attached Financial Statement Form. All Financial Statement information will be kept confidential.*

**I certify that the above information constitutes a total and complete listing of all information for the above company. Pages 1 and 2 of this application are public information and are subject to public disclosure during the application process.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Return application to:  
City of Fremont  
Attn: Grant Coordinator  
400 E. Military  
Fremont, NE 68025**

**REQUEST FOR PROTECTED RECORD STATUS  
(Business Confidentiality Claim)**

Name and Address of business and representative making this confidentiality claim (please print or type):

\_\_\_\_\_

I request the attached/enclosed information (record) provided to the City of Fremont, or any of its agencies (divisions or programs), be considered confidential and given protected status.

Description (optional) of the information (record) which is to be covered by this confidentiality claim and which you believe qualifies for protected status \_\_\_\_\_

\_\_\_\_\_

The following reasons support this claim of business confidentiality. Please check all of the following which apply:

- 1. The record provided is a trade secret.
- 2. The record is commercial or non-individual financial information and disclosure of the information could reasonably be expected to result in unfair competitive injury to the provider of the information.
- 3. The record is commercial or non-individual information and disclosure of the information could reasonably be expected to impair the ability of the City of Fremont, or its agencies, to obtain necessary information in the future.
- 4. The record is commercial or non-individual financial information and the interest of the provider in prohibiting access to the information is greater than the interest of the public in obtaining access.
- 5. The information would reveal negotiations regarding assistance or incentives offered by or requested from the City of Fremont for the purpose of encouraging a person to expand or locate a business in Fremont, but only if disclosure would result in actual economic harm to the person or place the City of Fremont at a competitive disadvantage. **NOTICE:** Records evidencing a final contract may not be classified protected under this section.

Statement (a concise written statement supporting a business confidentiality claim is required, use reverse side of this sheet or attach additional sheets if necessary).

**NOTE:** Claimant shall be notified if a record claimed to be protected is classified public or if the determination is made that the record should be disclosed because the interest favoring access outweighs the interest favoring restriction of access. Records claimed to be protected under this business confidentiality claim will be reviewed by the City Attorney for the City of Fremont for final determination. The City attorney will notify applicant if any documents would be deemed public records.

By \_\_\_\_\_ Date \_\_\_\_\_

**FINANCIAL STATEMENT FORM  
(Confidential Document Information)**

The following shall be submitted with separate Financial Package. Financial Package to include detailed preliminary budget for entire production; detailed preliminary budget for Fremont portion of production; copy of insurance policy for production including agent and location, insurance company(s) and location and policy amounts; if project is a "work for hire", a copy of the agreement showing that the applying company is authorized to receive the incentive; distribution plan; and assurances currently in place that ensure financing to complete the production is available, such as completion bond (if available. Written explanation for no Completion Bond if necessary), financial guarantees, etc.

**F. BANKING INFORMATION:**

Financial Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Account No: (Checking) \_\_\_\_\_ (Savings) \_\_\_\_\_

Bank Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

**G. PAYROLL SERVICE:**

Payroll Company: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**H. INSURANCE:**

Insurance Company: \_\_\_\_\_

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

Agent: \_\_\_\_\_ Phone No.: \_\_\_\_\_

**I. COMPLETION BOND:**

Bond Company: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**J. PROFESSIONAL INDUSTRY REFERENCES:**

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_



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:	Interior	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. Include attachments as needed.**

Location of Base Camp(s)	Move in (Day, date, & time)	Move out (Day, date, & time)
Provide a Brief Description of the Scene Below		

<b>Intermittent Traffic Control</b>			
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)	

<b>Street Closure</b>			
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)	

Number of Cast & Crew at location: \_\_\_\_\_

Department Signatures

Permit # \_\_\_\_\_

All required signatures must be obtained to become a valid permit.

ENGINEERING DEPARTMENT  
 400 E Military Ave.  
 Fremont, NE 68025  
 402-727-2636

\_\_\_\_\_ City Representative \_\_\_\_\_ Date

Barricade Permit:  N/A  Required  Approved  Denied Permit Fee: \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PARKS DEPARTMENT  
 400 E Military Ave.  
 Fremont, NE 68025  
 402-727-2630

\_\_\_\_\_ City Park Representative \_\_\_\_\_ Date

Approved  Denied

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

FREMONT POLICE DEPARTMENT  
 725 N Park Street  
 Fremont, NE 68025  
 402-721-2685

\_\_\_\_\_ Police Chief \_\_\_\_\_ Date

Approved  Denied

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

FREMONT FIRE DEPARTMENT  
 725 N Park Street  
 Fremont, NE 68025  
 402-721-2688

\_\_\_\_\_ Fire Chief \_\_\_\_\_ Date

Approved  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: \_\_\_\_\_

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