

Kenneth H. Kessler, Mayor
440 E. Hawley St.
Mundelein, IL 60060



MUNDELEIN
*Rooted in Our Past...
Reaching for Our Future*
INCORPORATED 1909
MECHANICS GROVE • HOLCOMB
ROCKEFELLER • AREA • MUNDELEIN

Phone: (847) 949-3200
Fax: (847) 949-0143
www.mundelein.org

Film Production Application

Film Production Company:

Name: _____

Address: _____

Phone #: (_____) _____

Fax #: (_____) _____

Federal ID #: _____

Name of Production:

Contact Person (Name, Title, Address & 24-hour Phone #):

On-Site Contact (Name, Title, Address & 24-hour Phone #):

Type of Production:

Feature Film _____ Commercial _____ Documentary _____

Cartoon _____ Television movies/series _____ Independent _____

Film Synopsis:

Will assistance from Village be necessary:	<u>Yes</u>	<u>No</u>
Street Closures	_____	_____
Security	_____	_____
Emergency/Medical	_____	_____
Crowd Control	_____	_____
Other	_____	_____
Details	_____	

Requested Filming Locations:

<u>Location</u>	<u>Preferred Date(s)</u>	<u>Preferred Time(s)</u>
1.		
2.		
3.		

<u>Location</u>	<u>Alternative Date(s)</u>	<u>Alternative Time(s)</u>
1.		
2.		
3.		

Number of Production Crew: _____

Vehicles and Equipment:

<u>Number</u>	<u>Size</u>	<u>Type</u>	<u>Parked/Stored</u>
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Description of Equipment used in Production:

- **Production Company must provide Certificate of Insurance naming the Village of Mundelein as being an additional insured. Insurance coverage must include General Liability, Automobile Liability, and Workers' Compensation. A minimum of \$1,000,000.00 must be provided. See attached sample for form of certificate.**
- **The Indemnity/Hold Harmless Waiver must be submitted with this application.**
- **Application fee of \$25.00 must be submitted with this application.**

The undersigned certifies that all information provided in the application is true and correct and that he/she is authorized to make this application on behalf of the Production Company.

Printed Name _____ **Title** _____

Signature _____ **Date** _____

Please return to: Mike Flynn, Village of Mundelein
440 E. Hawley Street, Mundelein, IL 60060
Phone: (847) 949-3223

Applicant will be notified within 10 business days of approval/denial of a film production permit by letter following review of application by all required village officials.