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.

TYPE OF PROJECT (CHECK ONE):       APPLICATION DATE: ______________________

Feature Movie:   _______   Music Video:   _______   Commercial:   _______   Photography:   _______   Video:   _______   TV/Pilot/Series:  _______   GT Student   _______

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): ______________________________________________

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.