FILMING APPLICATION

(Please do not advertise your event until permission from the Town is given)

Application **MUST BE RECEIVED** by the Town of Rosendale at least **30** days prior to the event.

Organization Name: _____Contact Person:_____

Address: _____City:_____ State: _____ Zip: _____

Phone: Day: _____ Evening: _____ Cell: _____

Email: _____

Organization's Website: _____Date(s) of event:_____

Location of event (start point/end point):
_____

Number of people/vendors expected:_____

Describe in detail your organization's Event including any requested road closures and anticipated traffic delays:_____
_____
_____
_____
_____
_____

Print Point of Contacts Name   **Phone #s**   **Emails**

Vendors:_____

Music:_____

Security:_____

First Aid_____

Parking:_____

(Any additional vendors please print on an extra sheet of paper.)
Mail, e-mail or drop off completed applications to:
Town of Rosendale, 1915 Lucas Ave., Cottekill, NY 12419 - Townclerk@townofrosendale.com

For Office Use Only
Payment: $_____Received: _____   CC: _____ Check #: _____ Cash: _____
Application Received:_____   Date:_____
Approved_____   Denied _____

CHECK LIST

Requirements for Filming in the Town of Rosendale -
The Town of Rosendale needs the following before the filming event can be brought to the Town Board for consideration:

- Completed Event Application. (Page 1)
- Certificate of Insurance listing the "Town of Rosendale, 1915 Lucas Avenue, Cottekill, NY 12419" as additionally insured.
- Approval from Ulster County Department of Public Works, New York State Department of Transportation and/or the Town of Rosendale Highway Superintendent for any roads being used/crossed/involved/closed or delays. (**Additional fees may apply**)
- Approval from the Rosendale Chief of Police. (**Additional fees may apply**)
- Approval from Ulster County Emergency Services.
- **Approval from Town of Rosendale Fire Marshall if having a fire. (Additional fees may apply)**
- Notification to all Fire Departments where the filming Event will be held forwarded to the Town Clerk.
- **Approval from property owner (if private property) *The Town of Rosendale DOES NOT approve of any use of private property. The property owner MUST be contacted directly for approval and a letter sent to the Town Clerk.**
- Approval from Wallkill Valley Land Trust if filming is on or includes the Rail Trail.
- Site plan showing the filming location. (Detailed map of where the event will take place, including any routes, roads, property & parking areas including any remote parking & transportation to and from site.)
- Road Closures – if a road is being closed for a significant amount of time notification must be provided of the road closure and alternate routes. Notification letters to the residents may be required. *signs may be an option approved by the Town.*
- **Fees are due at least 15 days prior to the Event. There will be no exceptions under any circumstances.** – Please see Application Fee Schedule below; all application fees are non-refundable.
- Food Vendors – If there are food vendors; a permit will be needed from the Ulster County Department of Health and a copy sent to the Town Clerk.

Multiple location usage will have additional event application fees to be determined
(Inspection fees of $75.00 per visit from any other Rosendale Department entities are not included in the below fees.)
Traffic Control & Safety requiring Town resources Police/Highway will result in additional fees to be determined based on level of need.

Type of Event	Number of People (including participants/staff/vendors)	1 Day Event Fee	Each Additional Day	Location Rentals
	1-50 Needs all check list items and Town Clerk Approval	$150.00	$50.00	TBD
Film Events	51-100 Needs all check list items & Town Board Approval	$250.00	$50.00	TBD
	101 + Needs all check list items & Town Board Approval	$500.00	$50.00	TBD
	Road Closure/Use of Roads	**TBD**	**TBD**	**TBD**

*The Town Board will be notified of all Town Clerk approved events.
*Please refer to the contact list on page three for approvals for the
County, Town, Police, Highway, Fire Marshal, and Fire Districts.

CONTACT LIST

COUNTY CONTACTS

Ulster County Department of Public Works: (845) 340-3131

Ulster County Health Department: (845)340-3150

Ulster County Emergency Services: Everett Erichsen, (845) 331-7000

TOWN OF ROSENDALE DEPARTMENTS

Rosendale Fire Marshall: (845) 658-3159 Ext. 5
Kevin Hines: firemarshal@townofrosendale.com

Rosendale Highway Department: (845) 658-9851
Dorene Whitaker: highwayclerk@townofrosendale.com

Rosendale Police Department: (845) 658-9000
Chief Scott Schaffrick: sschaffrick@rosendalepd.org

RAIL TRAIL

Wallkill Valley Land Trust (Rail Trail): (845) 255-2761

FIRE DISTRICTS:

Bloomington Fire District: (845) 706-4414
Chief Joe Hafner Jr.: Jhafner@hvc.rr.com

Cottekill Fire District: (845) 532-9175
Brad Fiore: info@cottekillfire.org

High Falls Fire District: (845) 417-2039
Jessica Decker: jldecker61@gmail.com

Rosendale Fire District: (845) 853-2039
Chief Nick Rider: nrider@rosendalefiredept.com

Tillson Fire District: (845) 443-3167
Chief Bill Miller: bmillersglm60@gmail.com