



SAINT-TROPEZ



PERMIT
APPLICATION FORM
SHOOTINGS 2020

☐ PHOTO

☐ FILM/VIDEO

● LEGISLATION MEMO

REMINDER OF THE TEXTS AND COMPETENT AUTHORITIES FOR THE DELIVERY OF THE SHOOTING PERMITS:

- ▶ General Code for Territorial Communities
- ▶ Code of the Town (by-law n° 106, April the 13th 2001)
- ▶ Highway Code
- ▶ General Highway Code (in and out of Town)

Shootings inside the Town (within the boundaries of the Town set by the signposts bearing the name of the Town), are under the authority of the Mayor. Beyond those limits, a Town Council's permit is required as well as an authorisation from the relevant road authorities concerned: «Conseil General» (General Council for the Region), the «DDE» for local roads, The «Prefecture» and «DDE» for National roads. The «Administration des Parcs et des Domaines» for natural spaces, or the Conservatoire du Littoral etc, Préfecture for aerial photos etc...

● PERMIT APPLICATION FORM

COMPOSITION OF THE APPLICATION FILE

Your file must include:

1. The 2 forms herewith (Production company and Technical details)
2. The three following documents: liability insurance certificate + bank account details + company registration number

IMPORTANT:

All the requested documents must be attached or your request will not be accepted.

FILE SUBMISSION

Request files must be sent to the Communication Department of the city of Saint-Tropez:

**City of Saint-Tropez
Communication Service**
2, place de l'Hôtel de Ville
83990 Saint-Tropez

Communication Service
Tel : 00 33 (0)494 55 90 56 Fax : 00 33 (0)494 55 90 46
Email : communication@ville-sainttropez.fr
Website : www.saint-tropez.fr

TIME PERIOD FOR REQUEST EXAMINATION

The period of examination starts as soon as we receive the complete file. Any incomplete file will be returned to sender.

- Small shootings require a minimum period of instruction of 7 days.
- For more important long features, short films or photography shootings, an extension period is necessary. Please contact the Communication Department as soon as possible in order to organize a meeting at town hall.

● USEFUL ASSISTANCE FOR YOUR PROCEDURES

The «Commission du Film du Var», part of the international network of film commissions, provides assistance for producers and their team.

This assistance, which is free of charge, includes providing information on shooting locations, local features of interest, assistance in obtaining shooting permission, logistical advice before and after shooting.

Commission du Var in Saint-Tropez : Michel Brussol
Tel : 00 33 (0) 494 54 81 88
Cell 00 33 (0) 6 07 30 25 24
Email : michel.brussol@wanadoo.fr
Website: www.filmvar.com

● RATES

Request	Photography Rates	Film/video Rates
Day time shooting (rates excluding special contracts)	No rate for half days € 110.35 per day	€ 230.75 per half day € 461.50 per day
Night time shooting	€ 222.80 per night	€ 565.10 per night
- Parking on the public road (reserved space): - Obstruction of the public road: - partial (on traffic lane) - total (on traffic lane)	€ 25 per day € 34.65 per half day € 57.85 per day	
Electric connection package per location	€ 58 per day	

Half day: 8 am to midday or 2 pm to 6 pm / legal night hours: 9 pm to 6 am

ATTENTION: in case of an important shooting, a special contract may be drawn up between town authorities and the production company, leading to extra costs.

ATTENTION: if your request is for a photographic AND video shooting, Film/video rates apply.

● IMPORTANT NOTES

TOURISTIC TOWN:

- ▶ Saint-Tropez is a very touristic area. Beware of peak periods such as Easter, July and August. It is very difficult to get around by car or by foot.
- ▶ The market area (Place des Lices) is very crowded on market days (Tuesday and Saturday morning).
- ▶ We suggest you to ask for the events planning to the Communication Department in order to avoid any shooting disruption.

RESPECT THE GUIDELINES:

- ▶ The town hall thanks you in advance for working in a civicism way, respecting the area and its residents.
- ▶ During the shooting, make sure you have your permit with you at any time.

----- ATTENTION -----

USE OF SAINT-TROPEZ'S NAME AND ITS IMAGE

Saint-Tropez is a registered trademark

Town authorities have registered the names "Saint-Tropez" and "Saint-Trop".

Therefore it is strictly forbidden to use these names without permission. Trading of all clothing or any items whichever it is, carrying the name Saint-Tropez (film title, clip, song etc...) as well as any usage not stated in the present permit must be subjected to a demand in due form to the town hall and a separate contract might be drafted accordingly.

Mention in the credits

Please note that, in the end credits of a film or an audiovisual production, the town's name must be mentioned entirely in the following way: Ville de Saint-Tropez (and not St-Tropez).



TOWN HALL VISA:

Denis ZOTT
Communications director
and chief of staff

Sylvie SIRI
Town councilor

Permission
granted

Permission
refused

Press
authorisation

1

REQUESTED SHOOTING

☐

photo

☐

film/video

2

PRODUCTION COMPANY

PRODUCTION COMPANY

- Name :
- Address :
Post code: Town:
Country:
- Tel.: • Email:
- Company number:

PRODUCTION CONTACT

Family Name: Name:
Email: Tel.:

INVOICING INFORMATION

- ☐ same as above
- ☐ other:
- Name:
- Address :
Post code: Town:
Country:
- Tel.:
- Email:
- Company number:

PROJECT

- Client / brand:

IF FILM/VIDEO:

- Film title / brand:
(short or feature films, TV movie, TV series, TV show, TV report, reality show, commercial, video clip, documentary, institutional film, internet content etc.)
- Director:
- Main actors:

IF PHOTOGRAPHY

- Publication support:
(fashion magazine, woman's magazine, publicity, newspaper, catalogue, website etc.)

CREW

Total number : technicians : actors : extras :

3 TECHNICAL DETAILS

REQUESTED SHOOTING DATES

- Planned dates :
- Planned hours :
 - Other dates, in case of bad weather or other problems:
- Total number of shooting days :

DECORS SCOUTED

Name of chosen sites (*districts, places, buildings, port, use of boat, private sites or buildings*):

-	-
-	-
-	-
-	-

SHOOTING METHODS

- Street obstruction or temporary interruption of traffic : ☐ yes ☐ no
(these interruptions must never exceed 5 mins and must be at least 10 mins apart)
 Street names:

- Travelling on vehicle in traffic ☐ yes ☐ no
- Space taken up on street (in meters).....
- Site preparation time before shooting
- Packing up time after shooting:.....

TECHNICAL VEHICLE PARKING

- Total number of technical vehicles:
- Type of vehicle (light vehicle, van, bus, truck lodges)

- Length of vehicle:
- Need for technical vehicle parking on site ☐ yes ☐ no
(please respect paying parking areas during the season)
- Desired locations for the vehicles:
- Description of equipment to be used:
