

# INSTRUCTIONS FOR STUDENTS

## Requirements:

1. You will need a letter from your instructor stating that you are currently enrolled as a Student ON SCHOOL'S LETTERHEAD. This letter should clearly state that this production is a school project and a not for profit project. If any misrepresented information is found, the student and/or group will no longer be allowed to film within City of Oxnard's Jurisdiction.
2. A copy of your school ID with visible expiration date.
3. A completed Student Application (This can be downloaded from [www.filmventuracounty.com](http://www.filmventuracounty.com) under City of Oxnard.) with detail information on your school project.

We will not process your application if it's missing any of the above.

## NO EXCEPTIONS!

Please make sure that you allow enough time for your application processing. (Processing time is usually a couple of days.)

Please contact Elizabeth or Brittany with any questions at (805) 385-7444 or via email at [elizabeth@edco.us](mailto:elizabeth@edco.us) , [brittany@edco.us](mailto:brittany@edco.us)



# STUDENT/NON-COMMERCIAL FILM APPLICATION



PLEASE FAX FORM TO : Elizabeth or Brittany @ (805) 385-7452

Production Name: \_\_\_\_\_

## APPLICANT'S INFORMATION

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Other (cell, pager): \_\_\_\_\_

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

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

## PROPERTY INFORMATION

Is this property? \_\_\_\_\_

*Public Property*

*Privately Owned (if so, complete below)*

Owner's Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Fax: \_\_\_\_\_

## FILMING INFORMATION

Type of Film? \_\_\_\_\_

*Student*

*Non-Commercial (Newspaper, news service, etc.)*

Total Number of Days of Filming Activities: \_\_\_\_\_

List Shooting Schedule on daily basis:

| DATE | LOCATION | ACTIVITY | TIMES |
|------|----------|----------|-------|
|      |          |          |       |
|      |          |          |       |
|      |          |          |       |

Special/Hazardous Activities:  **NONE**

Pyrotechnics: (Chemicals, explosion, fire) \_\_\_\_\_

Technician: \_\_\_\_\_ Phone: \_\_\_\_\_ Special FX #: \_\_\_\_\_

Stunts: \_\_\_\_\_

Animals:  **NO**  **YES** If yes, types:

Aircraft:  **NO**  **YES** If yes, types:

Roads:  Closure  ITC (Intermittent Traffic Control)

Road(s) \_\_\_\_\_ Affected:

Any alteration of land (grading, off-road trails, dunes, etc.): Explain and provide site plan: \_\_\_\_\_

## REQUIRED ATTACHMENTS

φ A copy of student School ID.

φ A letter from Instructor stating that this is a school project, or a letter of non-profit status if this is a not for profit organization.

"I hereby state that the above information is correct and true to the best of my knowledge, and I will immediately notify the City should any of this information change."

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_