



Production Planner Checklist

- Confirm that you need a film permit (see below this checklist)
- Review Oakland Film Office Terms & Conditions
- Review insurance requirements for film shoots
- Fill out the Oakland Film Permit Application (online form or via PDF)
- Submit the Film Permit Application to the Oakland Film Office via film@oaklandca.gov
- Answer any follow up questions from the Oakland Film Office; submit any needed additional documents
- Receive your Oakland Film Permit

When is a Film Permit required?

Film permits are required for filming that/if/when/for:

- A production (film) shooting on City property for commercial or non-commercial purpose.
 - City property includes sidewalks, parks, roads, City parking lots, and City buildings
 - Note: City park shoots require permits should start with the Film Office and may require permits from both the parks department and the Oakland Film Office
- Public access is impacted (e.g. sidewalks or parking impacted by the film shoot)
- City services are required for your private property shoot, such as reserved street parking (metered and/or unmetered)
- Filming with a Drone (unmanned aircraft)

Exception to Permit Requirement:

No permit is required to film on City property **if:**

- **NEWS STORIES:** If you have press credentials and are filming a **news story**
- **PERSONAL PHOTOS/VIDEOS:** If you are **taking a photograph or video for personal use** (vacation photos, family portraits, selfies for social media, video of you out and about)
- **PRIVATE PROPERTY:** If the entirety of your shoot is **private property**.
 - For example, if you are filming inside your home or a private restaurant and will **not be taking any exterior shots of that private space** nor taking out parking or filming in front of the restaurant, you do not need a film permit.