**Town of New Shoreham (Block Island) Film Protocol Form**

The Town of New Shoreham (aka Block Island) supports the arts and will do its best to negotiate film, photograph and television production logistics. At the same time, production companies are required to review and respect the Town of New Shoreham ordinances and regulations (fire, noise, parking and traffic, alcoholic, productions and use of bright lighting after dark and general nuisances).

Block Island is a small town with many neighborhoods, so please respect the quality of life of our residents. Permits which may be required include: Street/Sidewalk Closing Permit; Reserved Parking/No Parking Permit; or Special Events Permit. Screen credit to the Town of New Shoreham (or Block Island) is assumed. Early coordination is the key to accommodating the particular needs of your production, so please provide as much notice as possible. Please complete the following questionnaire and forward in a timely manner to the Town Manager of New Shoreham at townmanager@new-shoreham.com or fax to (401) 466-3219 with a copy to Jessica Willi at bitourism@yahoo.com or fax to (401) 466-5286.

A certificate of liability insurance of at least $1,000,000 with the Town of New Shoreham, P.O. Box 220, Block Island, RI 02807 named as additional insured is required.

Today’s Date: ______________________

Principal Contact Name:_________________________________________________________

Principal Contact email:_________________________________________________________

Principal Contact phone:_________________________________________________________

Additional Company Contact Name:_______________________________________________

Additional Contact email:_________________________________________________________

Additional Contact phone:_________________________________________________________

Name of Project:_______________________________________________________________

Story line: (provide script pages for shoot here)

Film, photo shoot or TV show:_____________________________________________________

Crew size:____________________________

New Shoreham Film Protocol Form
Cast size:_____________________

Principal Talent Names:__________________________________________________________

______________________________________________________________________________

Are vehicles and equipment being brought to Block Island:________________________

Police Detail requested:_________________________

Town Facilities requested:________________________________________________________
(i.e. Town Hall, Town Beach Pavilion, Ball-O’Brien Park)

______________________________________________________________________________

Project itinerary (please be specific):______________________________________________

Documents attached:____________________________

Hours of filming:________________________________________

Dates proposed for filming:________________________________________

List and describe any special effects planned:______________________________________

______________________________________________________________________________

A free film permit should also be sought from the RI Film and TV Office. Contact:
Carol.Conley@ arts.ri.gov

There is a fee schedule for commercial productions attached that may be waived as deemed
appropriate by the office of the Town Manager. Request waiver: ________________________

Yes  No

Reason:__________________________________________________________________________

______________________________________________________________________________
**Town of New Shoreham Fee Schedule for Film/Photo Productions**

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Still photo with crew of 20 or less</td>
<td>$300.00</td>
</tr>
<tr>
<td>Video shoot with crew of 20 or less</td>
<td>$500.00</td>
</tr>
<tr>
<td>Still photo with crew of 21 or more</td>
<td>$500.00</td>
</tr>
<tr>
<td>Video shoot with crew of 21 or more</td>
<td>$1,000.00 to $2,500.00</td>
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</tbody>
</table>