

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: _____

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

Still photo with crew of 20 or less	\$300.00
Video shoot with crew of 20 or less	\$500.00
Still photo with crew of 21 or more	\$500.00
Video shoot with crew of 21 or more	\$1,000.00 to \$2,500.00