



United States Department of the Interior



BUREAU OF LAND MANAGEMENT
El Centro Field Office
1661 S. 4th Street
El Centro, CA 92243

www.blm.gov/ca/st/en/fo/elcentro

FILMING ON PUBLIC LANDS

Dear Filming Industry Customer:

Enclosed is information to assist you in obtaining a permit to film on public lands in the California Desert Conservation Area and more specifically the Imperial Sand Dunes. The following pages provide information on:

1. POPULAR FILMING LOCATIONS AND OFFICE CONTACTS
2. FEES
3. PERMITTING PROCESS
4. SPECIAL CONDITIONS FOR THE IMPERIAL SAND DUNES

GENERAL INFORMATION

Five Field Offices in the California Desert District authorize filming on public lands within their jurisdiction. Each location is unique and is subject to different conditions.

Some offices have agreements with local film commissions, who act in a liaison capacity to expedite permitting. Permitting for most locations in the Ridgecrest Field Office is done through the Ridgecrest Film Commission. We encourage applicants to apply through local film commission offices when possible.

The Imperial Sand Dunes is probably the most intensively used off-road vehicle recreation area in Southern California, heavily used on weekends and holidays throughout the cooler months. **In order to minimize conflicts and associated liabilities in this area, we ask that you schedule your activities for weekdays only, particularly during the high use season (October 1st - May 31st).**

**** NO FILM PERMITS WILL BE ISSUED DURING THANKSGIVING WEEK.**

**** NO COMMERCIAL FILMING ACTIVITIES ARE ALLOWED WITHIN THE NORTH ALGODONES DUNES WILDERNESS AREA, NORTH OF HIGHWAY 78.**

Application processing time depends on the location and type of production. Before filming can be approved, possible environmental impacts must be analyzed. We have completed a programmatic environmental assessment for the Imperial Sand Dunes to expedite the approval of productions which have only minimal impacts. Although filming may be approved in a shorter time period, you should allow a minimum of seven (7) working days for approval of filming with minimal impacts in the Imperial Sand Dunes.

Approval of filming outside of the Imperial Sand Dunes or involving more than minimal impacts will probably take a minimum of 30-60 days. We will review proposed productions to determine the level of impact. Generally, if the filming involves major set construction, explosives, significant pyrotechnics, or is in a sensitive area, processing cannot be expedited.

For both types of permits, your cooperation in providing the required information (detailed description of filming activity, enclosed) will not only be appreciated, but will greatly assist us in processing your application in a timely manner. If you have any questions, please contact [Dallas Meeks](mailto:Dallas.Meeks@blm.gov) (760/337-4453), Linda Self (760/337-4426) or Lynda Kastoll (760/337-4421).

Call the Imperial County Film Commission at 1-800 FILM HERE (345-6437) for goods and services available in the Imperial Valley.

THE PERMITTEE PROCESS

Contact the local BLM office (or Local Film Commission) before submitting an application. The permitting process and items needed may vary depending on the location chosen and the type of filming proposed.

For minimal impact filming in the popularly used locations, submit the following items to the appropriate office:

1. **Signed land use application/permit (fill out the application, not the permit) and stipulations (if available).**
2. **Map showing the specific location requested (consult BLM contact).**
3. **Detailed description of filming activity. (Use attached form)**
4. **Cost recovery and rental fees (as discussed with the local BLM film permit coordinator).**
5. **Certificate of Insurance (\$1,000,000 naming the U.S.D.I. - BLM as co-insured).**

Depending on the location, time and type of production, BLM may impose additional requirements, such as bonding, reimbursement for overtime costs, etc.

FAXED APPLICATIONS: Faxed applications are acceptable. However, you must provide the original documents.

PAYMENT OF FEES: Fees may be paid by credit card or checks payable to U.S.D.I. - BLM. The public contact specialist in each BLM office will assist in accepting credit card payments.

LARGE PRODUCTIONS AND REQUESTS TO FILM OUTSIDE POPULAR LOCATIONS usually require an on-site pre-application with BLM personnel. Although the permitting process may not vary, processing time will usually take about 30-60 days. Contact the appropriate BLM office for details.

STUDENT FILMS: (VIDEO/FILM/STILL PHOTOGRAPHY) FREE PERMIT

Requirements:

- provide letter on School Letterhead saying it is for a student project
- must be covered by school's liability insurance and provide a copy naming the BLM as additionally insured.
- must not be for commercial or profit
- must provide a full description of proposal

FILMING FEES

Cost Reimbursement (Processing and Monitoring) Fees and Rental Fees must be paid before filming is permitted on public land. Generally it is easiest to submit all fees with the application. Processing fees are non-refundable, but monitoring and rental fees will be refunded if the application is not approved. Monitoring and rental fees may not (discretionary) be refunded if we have reserved the location and you cancel production without at least two days advance notice to BLM. Where the rental fee is less than \$250, cost reimbursement fees are not charged, although it may be necessary to contribute funds to BLM to meet expedited processing requirements.

PROCESSING AND MONITORING FEES vary depending on the estimated hours of BLM time required to process the application and to monitor filming and reclamation. In most cases, minimal impact filming at popular locations requires payment of Category 1 fees. These fees are generally paid with the application after coordination with the local BLM contact. The fees are based on the following schedule:

| CATEGORY | BLM WORK HOURS | 2008 PROCEESING/MONITORING FEES* |
|----------|--------------------------------|-------------------------------------|
| 1 | 1 to 8 | \$107 |
| 2 | 8 to 24 | \$379 |
| 3 | 24 to 36 | \$712 |
| 4 | 36 to 50 | \$1,021 |
| 5 | NOT APPLICABLE TO FILM PERMITS | |
| 6 | 50+ | FULL REIMBURSEMENT FOR ACTUAL COSTS |

*Processing and Monitoring Fees may be assessed using separate categories

RENTAL fees vary per state and are generally established by statewide appraisals. See rental schedule below.

CALIFORNIA RENTAL SCHEDULE

Motion Pictures/Videos

| | |
|----------------|-----------|
| 1 – 30 people | \$250/day |
| 31 – 60 people | \$500/day |
| Over 60 people | \$600/day |

Commercial Still Photography

| | |
|----------------|-----------|
| 1 - 10 people | \$100/day |
| 11 - 30 people | \$150/day |
| Over 30 people | \$250/day |

INSURANCE: All applications must include a certificate of insurance for \$1,000,000, naming the United States Department of the Interior - Bureau of Land Management as co-insured.

BONDING: Permittees may be required to provide cash bonds to assure reclamation of sets or sensitive locations.

POPULAR FILMING LOCATIONS

TRONA PINNACLES (Pre-conference required)
CUDDEBACK DRY LAKE
KOEHN DRY LAKE
JAWBONE OFF HIGHWAY VEHICLE AREA (OHV)
DOVE SPRINGS OHV AREA
OLANCHA DUNES OHV AREA
SPANGLER HILLS OHV AREA

PALEN SAND DUNES
PAINTED CANYON ROAD
BOX CANYON ROAD
WIND PARKS (pending)

IMPERIAL SAND DUNES

JOHNSON VALLEY OHV AREA
DUMONT DUNES OHV AREA
SILURIAN DRY LAKE
SOGGY DRY LAKE
STODDARD VALLEY OHV AREA
EL MIRAGE COOPERATIVE MANAGEMENT AREA
(Week days only)

IVANPAH DRY LAKE (pending)

OFFICE CONTACTS

Ridgecrest Film Commission

100 W. California Ave.
Ridgecrest, CA 93555
(800) 847-4830
Fax: (760) 371-1654
Lynn Orong/Ray Arthur (760) 375-8202

Ridgecrest Field Office

300 So. Richmond Rd.
Ridgecrest, CA 93555
(760) 384-5400
Fax: (760) 384-5499
Kathy Solway (760) 384-5428

Palm Springs-South Coast Field Office

63-500 Garnet Ave., P.O. Box 2000
North Palm Springs, CA 92258-2000
(760) 251-4800
Fax: (760) 251-4852
Mark Chandler (760) 251-4850
Diane Gomez (760) 251-4852

El Centro Field Office

1661 So. 4th St.
El Centro, CA 92243
(760) 337-4400
Fax: (760) 337-4490
[Dallas Meeks](#) (760) 337-4453

Barstow Field Office

2601 Barstow Road
Barstow, CA 92311
(760) 252-6000
Fax: (760) 252-6999
Judi Kershberg (760) 262-6015

Needles Field Office

101 W. Spikes Road
P.O. Box 888
Needles, CA 92363
(760) 326-7000
Fax: (760) 326-4099
Marilou Hamman (760) 326-3896

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
LAND USE APPLICATION AND PERMIT
(Sec. 302(b) of P.L. 94 - 579, October 21, 1976, 43 U.S.C. 1732)

FORM APPROVED
OMB NO.1004-0009
Expires: December 31, 2007

FOR BUREAU OF LAND MANAGEMENT (BLM) USE ONLY

Application Number

| | | |
|---|----------------------------|---------------------------|
| 1. Name (first, middle initial, and last) | Address (include zip code) | Phone (include area code) |
|---|----------------------------|---------------------------|

2. Attach map or sketch showing public lands for which you are applying

3. Proposed date(s) of use: from _____ to _____

| | | |
|--|------------------|------------------|
| 4. Give legal basis for holding interest in lands in the State of _____ (Check appropriate box at right and explain.) | Resident | Partnership |
| | Corporation | County |
| | Local Government | State Government |
| | Other | |

5. Are the lands now improved, occupied or used? Yes No (If "yes," describe improvements and purposes, identify users and occupants.)

6. Do you need access to the land? Yes No (Describe needed or existing access)

7a. What do you propose to use the lands for?

b. What improvements and/or land development do you propose? (To complete application processing, engineering and construction drawings may be required)

| | |
|--|--|
| c. What is the estimated capital cost? \$ _____ | d. What is the source of water for the proposed use? |
|--|--|

I CERTIFY That the information given by me in this application is true, complete, and correct to the best of my knowledge and belief and is given in good faith.

(Signature of Applicant) (Date)

Title 18 U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

PERMIT

Permission is hereby granted to
of
to use the following described lands:

Permit Number

| TOWNSHIP | RANGE | SECTION | SUBDIVISION |
|----------|-------|---------|-------------|
|----------|-------|---------|-------------|

| Meridian | State | County | Acres (number) |
|----------|-------|--------|----------------|
|----------|-------|--------|----------------|

for the purpose of

and subject to the following conditions:

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. This permit is issued for the period specified below. It is revocable at the discretion of the BLM, at any time upon notice. This permit is subject to valid adverse claims heretofore or hereafter acquired. 2. This permit is subject to all applicable provisions of the regulations (43 CFR 2920) which are made a part hereof. 3. This permit may not be assigned without prior approval of the BLM. 4. Permittee must not enclose roads or trails commonly in public use. 5. Authorized representatives of the Department of the Interior, other Federal agencies, and State and local law officials will at all times have the right to enter the premises on official business. 6. Permittee must pay the United States for any damage to its property resulting from the use. 7. Permittee must notify the BLM of address change immediately. 8. Permittee must observe all Federal, State, and local laws and regulations applicable to the premises and to erection or maintenance of signs or advertising displays including the regulations for the protection of game birds and game animals, and must keep the premises in a neat, orderly, and sanitary condition. 9. Permittee must pay the BLM, in advance, the lump sum | <p style="text-align: right;">of \$ _____ for the period of use authorized by this permit or \$ _____, annually, as rental or such other sum as may be required if a rental adjustment is made.</p> <ol style="list-style-type: none"> 10. Use or occupancy of land under this permit will commence within _____ months from date hereof and must be exercised at least _____ days each year. 11. Permittee must take all reasonable precautions to prevent and suppress forest, brush, and grass fires and prevent pollution of waters on or in the vicinity of the lands. 12. Permittee must not cut any timber on the lands or remove other resources from the land without prior written permission from the BLM. Such permission may be conditioned by a requirement to pay fair market value for the timber or other resources. 13. Permittee agrees to have the serial number of this permit marked or painted on each advertising display or other facility erected or maintained under the authority of such permit. 14. This permit is subject to the provisions of Executive Order No. 11246 of September 24, 1965, as amended, which sets forth the Equal Opportunity clauses. A copy of this order may be obtained from the BLM. 15. Permittee acknowledges, by signing below, that he/she knows, understands and accepts the terms and conditions under which this permit is issued. 16. Special conditions (<i>attach additional sheets, if necessary</i>) |
|---|--|

Permit issued for period

From _____

To _____

(Permittee)

(BLM)

(Title)

(Date)

INSTRUCTIONS

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Submit, in <i>duplicate</i>, to any local office of the Bureau of Land Management having jurisdiction of the lands. 2. Applications for Land Use Permits will not be accepted unless a notification of the availability of the land for non-BLM use (<i>Notice of Realty Action</i>) has been published in the Federal Register and for 3 weeks thereafter in a newspaper of general circulation. This provision does not apply in those situations where the publication of | <p>a (<i>Notice of Realty Action</i>) has been waived by the BLM.</p> <ol style="list-style-type: none"> 3. If the annual rental exceeds \$250 dollars per year; costs of processing the application must be paid by the applicant in advance. 4. The BLM may require additional information to process an application. Processing will be deferred until the required information is furnished by the applicant. |
|--|---|

NOTICES

The Privacy Act of 1974 and the regulation in 43 CFR 2.48(d) provide that you be furnished the following information in connection with information required by this application for a Land Use Permit.

AUTHORITY: 43 U.S.C. 1201; 43 CFR Part 2920

PRINCIPAL PURPOSE: The information is to be used to process your application.

ROUTINE USES: (1) The adjudication of the applicant's request for a Land Use Permit. (2) Documentation for public information. (3) Transfer to appropriate Federal agencies when concurrence is required prior to granting a right in public lands or resources. (4)(5) Information from the record and/or the record will be transferred to appropriate Federal, State, local or foreign agencies, when relevant to civil, criminal or regulatory investigations or prosecutions.

EFFECT OF NOT PROVIDING INFORMATION: Disclosure of the information is voluntary. If all the information is not provided, the application may be rejected.

The Paperwork Reduction Act of 1995 requires us to inform you that:

Information is needed to process application for land use authorizations, pursuant to 43 CFR Section 2920.

Information shows if the applicant and proposed use meet the requirements of 43 CFR Section 2920.1.

Applicant must respond before he/she can be granted an authorization to use public lands.

BLM would like you to know that you do not have to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number.

BURDEN HOURS STATEMENT: Public reporting burden for this form is estimated to average 1 hour per response, including the time for reviewing instructions, gathering and maintaining data, and completing and reviewing the form. Direct comments regarding the burden estimate or any other aspect of this form to U.S. Department of the Interior, Bureau of Land Management (1004-0009), Bureau Information Collection Clearance Officer, (WO-630), 1849 C Street, N.W., Mail Stop 401 LS, Washington, D.C. 20240.

DESCRIPTION OF FILMING ACTIVITY

(Please provide as much *detail* as possible)

| | |
|--|---|
| <p>1. Company Name: _____</p> <p>2. Production Manager Name and Phone #: _____ <i>day</i> _____ <i>fax</i> _____</p> <p>3. Alternate Contact Name and Phone #: _____ _____</p> <p>4. Site Location/Name: _____</p> <p>5. Specific Location Name: (ex; lake bed or dunes name) _____</p> <p>6. Date/s of proposed use: _____</p> <p>7. Hours of proposed use: _____</p> <p>8. Number of ALL personnel to be on location: _____</p> <p>9. Animals to be on location: Type-_____ Quantity-_____</p> <p>10. Describe activity to occur (in detail). If possible, attach copy of the story board. _____ _____ _____ _____ _____ _____ _____ _____ _____ _____</p> | <p>10. List cameras: Type-_____ Quantity-_____</p> <p>11. List and Name all small vehicles (less than one ton): _____ _____ _____ _____</p> <p>12. List and Name all large vehicles (greater than one ton): _____ _____ _____ _____ _____</p> <p>13. List number of Aircraft to be used: _____</p> <p>14. Describe props and sets to be used and/or constructed: _____ _____ _____</p> <p>15. Describe (in detail) explosives to be used: _____ _____</p> <p>16. Describe pyrotechnics to be used: _____ _____</p> <p>X _____ SIGNATURE:</p> <p>_____ DATE:</p> |
|--|---|

APPENDIX A

FILMING STIPULATIONS FOR IMPERIAL SAND DUNES RECREATION AREA

1. The permittee shall comply with all Federal, State, local laws, ordinances, regulations, orders, postings, or written requirements applicable to the area or operations covered by the Permit. The permittee shall ensure that all persons operating under the authorization have obtained all required Federal, State, and local licenses or registrations. The permittee shall make every reasonable effort to ensure compliance with these requirements by all agents of the permittee and by all clients, customers, participants, or spectators under the permittee's supervision. BLM H-2920-1
2. Issuance of this permit does not constitute exclusive use of the public lands by permittee. Other permits may be issued within this permit area at the discretion of the Authorized Officer.
3. A copy of the permit and the stipulations shall be kept available on location at all times, for review for BLM personnel upon request. All persons (i.e., permittees, contractors, sub-contractors) working at the site shall be familiar with the permit stipulations.
4. A project informational sign (provided by BLM) will be placed in the right, front window of the camera vehicle. This sign is to remain in the vehicle until the project is complete.
5. This authorization may be revoked by the Authorized Officer (AO) *for cause*. The determination of what constitutes for cause will be decided solely by the AO. There will be no refund of monies remitted by permittee for authorizations that are revoked by the AO for cause. Examples of what may be considered for cause include, but are not limited to; any violation of permit stipulations, interfering with other lawful users, unnecessary surface disturbance, and failure to follow the direction of any BLM employee directing and/or coordinating on-the-ground activities associated with this authorization.
6. Permittee shall provide BLM with a certificate of public liability insurance naming the Bureau of Land Management as additionally insured.
7. Filming operations shall be conducted in such a manner as to avoid creating safety hazards to other public lands visitors and users, and to the filming crews. The permittee shall use whatever signs, flagging, help of individuals, or other appropriate safety devices for the safe conduct of the filming operation and the protection of other users and visitors before, during, and after filming activities. Props, equipment and vehicles that are left overnight at ongoing filming sites, must be accompanied by a guard and warning lights.
8. No person shall carry a weapon, including, but not limited to firearms and batons, during the performance of their duties or while acting in any way as an agent of the permittee unless specifically authorized in writing by the authorized officer. It is the permittee's responsibility to ensure continued compliance with this stipulation.

9. No vegetation may be severed or removed unless specifically marked or otherwise designated by the authorized BLM officer.
10. Use and/or introduction of exotic plants must be specifically authorized in the permit.
11. Permittee shall not harass wildlife on the site or access areas. To minimize disturbance, the area should be walked to determine wildlife presence.
12. Animals not endemic to the area shall be under the control of qualified animal handlers at all times. Animals shall not be allowed to feed on the natural vegetation. Permittee is responsible for providing appropriate feed and water for the animals. All animal waste shall be removed from the public lands on a daily basis. Transmission of diseases from domestic animals to wildlife will be avoided through appropriate action (vaccines, avoidance of contact, etc.).
13. Permittee shall provide sanitation facilities. Dumping of sewage and/or garbage on the ground is not permitted.
14. Permittee shall keep the area clear of trash and debris. All trash, garbage, and debris generated by the filming operation shall be removed immediately and shall be disposed of in an approved manner. The BLM dumpsters on site shall not be used unless the permittee arranges for pick-up and disposal of the trash through an approved sanitation vendor. Burning or burying of trash is not permitted.
15. Permittee shall leave the area in a condition satisfactory to the authorized officer of the Bureau of Land Management.
16. Helicopters or fixed-wing aircraft will not be used during the filming project unless specifically authorized in the permit. If use is authorized, permittee shall provide on-the-ground traffic control, as well as other precautionary measures deemed necessary by the authorized officer to ensure public safety. Fueling of aircraft on public lands will not be authorized. During the high use season, helicopters or fixed-wing aircraft will not be allowed after 5 p.m. in the Glamis or Buttercup Valley areas. Nor will they be allowed on Fridays and through the weekend and holiday periods when high visitor use is expected.
17. Vehicles and equipment shall be parked completely off the paved surfaces (including shoulders) of Gecko Road, Grays Well Road, and Buttercup Road and turnaround.
18. While located at Osborne Overlook, vehicles and equipment authorized by this permit must be parked in such a manner as to allow turnaround space for motorhomes and to allow a traffic corridor along the north side of the parking surface.
19. Gross weight of vehicles driven upon paved and improved surface (including camp pads) within the Imperial Sand Dunes Recreation Area shall not exceed 30,000 lbs. (15 tons).
20. Permittee shall not close roads or impede traffic flow unless specifically authorized in this permit.

21. Tracked vehicles shall not be operated on improved surfaces within the Imperial Sand Dunes Recreation Area. Any tracked vehicle authorized by this permit must be off-loaded directly onto the sand at an approved site.
22. Permittee shall be responsible for obtaining any required State and/or County permits or licenses. This permit authorizes the use of public lands under the jurisdiction of the BLM only.
23. Sand/soil will not be moved or re-contoured by permittee with any type of machinery unless specifically authorized.
24. Permittee shall not remove (temporarily or otherwise) any signs or modify any existing improvements on these Public Lands unless specifically authorized in this permit.
25. Use of pyrotechnic devices must be specifically authorized in the permit. The permittee shall obtain additional appropriate permits from other agencies as necessary. Pyrotechnic activity shall not be conducted within 100 yards of any campground.
26. Within **30 days after completion** of the filming operation, **the permittee is required to provide the BLM office with copies of prints and/or video tape(s) depicting the project, as authorized by this permit.** This material will become the property of the BLM for use in developing a library to represent the types of filming activities that occur in the Imperial Sand Dunes Recreation Area (ISDRA). Materials should be sent to:

Bureau of Land Management
 El Centro Field Office
 1661 South Fourth Street
 El Centro, CA 92243

Attn: Filming Coordinator

27. *For movie projects*; Acknowledgment through the film credits shall be given to: U.S. Department of the Interior, Bureau of Land Management, El Centro Field Office, for the portion of the movie filmed on lands administered by the BLM.

Permittee acknowledges, by signing below, that he/she knows, understands and accepts the terms and conditions under which this permit is issued.

Permittee Signature

Title

Date

Imperial Sand Dunes Recreation Area

Legend

- Ranger Station
- Campgrounds
- Places of Interest
- Stores
- Railroads
- Fee Boundary
- Temporary Closures
- Wilderness Areas
- No Camping Area
- Military Bombing Areas

