

RECLAMATION

Managing Water in the West

Commercial Filming and Photography

Background

The following statements and fee schedules are for use by the Mid-Pacific Region, Bureau of Reclamation (Reclamation). The information below is under the authority of the Act of Congress approved June 17, 1902 (32 Stat. 388), Section 10 of the Reclamation Project Act of 1939 (53 Stat. 1187); Public Law 106-206; and 43 CFR Part 429.

Introduction

A Land Use Authorization (Use Authorization) is required for commercial filming and photography on Reclamation-managed lands, waterbodies, and facilities. Commercial filming and photography includes, but is not limited to, motion picture filming, video taping, sound recording, or still photography. A Use Authorization (generally a short-term Permit) is required if such activity is requested to take place at locations where or when members of the public are generally not allowed, involves product or service advertisement, the use of models, sets, or props, or when the use requires management to prevent impairment or derogation to the resources or a significant disruption of normal visitor or agency use.

How to Apply

Step 1: Fill out the [Right-of-Use Application Form \(7-2540\)](#)

Step 2: Send the completed Form, including the \$100 nonrefundable application fee, made payable to the Bureau of Reclamation, to your nearest servicing Area Office which can be found at: http://www.usbr.gov/mp/area_offices.html

Step 3: Reclamation will acknowledge in writing your completed and signed application and application fee within 30 calendar days of receipt. The processing time depends on complexity of the requested use and the need for additional information from you. Should your requested use be denied at any time during the review process, Reclamation will notify you in writing of the basis for denial.

Step 4: If your requested use is determined appropriate for consideration and not likely to interfere with Reclamation project purposes or operations, Reclamation staff will give you an initial estimate of the administrative costs and use fees required to continue processing your application which you must pay **prior** to issuance of the Use Authorization.

Step 5: Pay the fees.

FEES

In most instances, a Use Authorization issued for commercial filming and photography will require remittance of all costs associated with preparation of a Permit including managing the activity. The following explains Reclamation's fees/costs:

- Application fee: A \$100 nonrefundable charge, which you must submit with your application to cover the costs of our initial review of your request.
- Administrative costs: All costs incurred by Reclamation in processing your application and all costs associated with evaluating, issuing, monitoring (access, security, etc.), and terminating your use authorization.
- Use fee (aka Location fee): The amount due to Reclamation for the use of Federal land, facilities, or waterbodies under our jurisdiction or control (see table below).

In very limited instances, location fees may be reduced or waived at the discretion of the Regional Director. Additional fees may be charged by non-Reclamation staff, including park managers, irrigation district staff, and private contractors, and will be billed separately.

Location Fees for Commercial Filming

| Number of People | Fee |
|---|--|
| 1 – 5 people with hand-carried equipment | \$150 per day |
| 1 – 5 people with other than hand-carried equipment | \$200 per day |
| 06 – 10 people | \$300 per day/location |
| 11 - 20 people | \$500 per day/location |
| 21 - 40 people | \$800 per day/location |
| 41 – 60 people | \$1,200 per day/location |
| More than 60 people | \$1,200 per day/location plus \$25/person above 60 |

Location Fees for Commercial Still Photography

| Number of People | Fee |
|---|--------------------------|
| 1 – 5 people with hand-carried equipment | \$150 per day |
| 1 – 5 people with other than hand-carried equipment | \$200 per day |
| 06 – 10 people | \$300 per day/location |
| 11 - 20 people | \$400 per day/location |
| More than 20 people | \$20/person/day/location |

Note: Use of any part of a day is charged as one full day. One full day is defined as a continuous 24 hour period. The clock starts at the beginning of activity or with the scheduled arrival of the first vehicle.

Script Content

To ensure script content does not misrepresent Reclamation or show federal employees inappropriately, the script (or script concept) must be reviewed and approved by the Regional Public Affairs Officer prior to issuing a permit.

For More Information

Bureau of Reclamation
Office of Public Affairs
2800 Cottage Way
Sacramento, CA 95825
916-978-5100
mpPublicAffairs@usbr.gov

Related Links

www.blm.gov
www.fs.fed.us

BUREAU OF RECLAMATION USE AUTHORIZATION APPLICATION

Applicants: Use this form to apply for short-term uses of Bureau of Reclamation (Reclamation) lands, facilities, or waterbodies, such as recreation and sporting events; commercial filming and photography; archaeological research projects; and any other similar uses deemed appropriate by Reclamation. [For right-of-way requests, please refer to instructions on the next page.]

Fill out the following application completely. Use "N/A" if a question does not apply. If additional space is needed, attach separate sheet(s) of paper, as necessary. Refer to the second page of this form for detailed instructions.

1. Information about the applicant requesting the use:

Applicant: _____
 Company Name: _____
 Address: _____
 City, State, and Zip Code: _____
 Telephone Numbers Day: _____ Evening: _____ FAX: _____ Email address: _____
 (include area code): _____
 Tax ID or Social Security Number (as applicable): _____

2. Location of the proposed use: [A map or drawing showing the location of the proposed use is required]

3. Purpose of proposed use: [provide a full description of activity or event]

4. Description of the requested use: [provide full description of activity or event]

Maximum Number of Anticipated Participants/Spectators/Crew: _____
 Number and Types of Vehicles: _____
 Description of Props, Tents, and other Equipment: _____
 Will Reclamation roads and/or trails be used? Yes No
 Describe Facilities You Intend to Provide: [such as sanitation facilities, emergency personnel, food services, or vendors and attach plans]

5. Dates of requested use [during the following times and dates (specify below)]:

| START | | END | | | |
|--------------------|------|-----|--------------------|------|----|
| DATE | TIME | | DATE | TIME | |
| (Month, Day, Year) | AM | PM | (Month, Day, Year) | AM | PM |
| | | | | | |

6. Is this request for a new use authorization or a renewal of an existing use authorization? Renewal New

Office issuing permit _____ Date of latest permit _____

7. Name of Insurance Carrier: _____

8. Have you, or your organization, forfeited any portion of any previous permit, bond, or surety submitted for use of Federal lands, or is any investigation or legal action pending against you or your organization for use of Federal lands? Yes No
 [If "Yes", attach details on separate sheet.]

9. Applicant Certification: I certify that the information given in this application is true, complete, and correct to the best of my knowledge and belief and is given in good faith. I acknowledge that I (we) am (are) required to comply with any conditions or stipulations that are required by the Bureau of Reclamation when the use authorization is issued.

_____ Date _____ Signature of Applicant

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.

Paperwork Reduction Act (Act): This information is needed to evaluate short-term use requests such as those listed on this application. Responses are necessary to receive or maintain a benefit; without this information Reclamation may not grant your request. Under the Act, the reporting burden to the public for this form is estimated to average 2 hours per response, including time for reviewing instructions, and completing and reviewing the form. In accordance with the Act, Reclamation may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid Office of Management and Budget control number.

Privacy Act Statement

Information obtained by this form is protected by the Privacy Act of 1974 systems of records INTERIOR/WBR-17 and INTERIOR/WBR-32 and will be used to maintain land status information and proof of use authorization for legal purposes. If you fail to complete the information requested, Reclamation may refuse to grant a use authorization.

INSTRUCTIONS FOR COMPLETION OF THE RECLAMATION USE AUTHORIZATION APPLICATION

Short -Term Uses Requested on Reclamation Lands, Facilities, and Waterbodies

The following short-term uses of Reclamation's lands, facilities, and waterbodies are commonly requested by using this use authorization application. This list is intended to provide examples of such uses and should not be considered as all inclusive:

- Commercial filming and photography;
- Commercial guiding and outfitting;
- Commercial or organized sporting events;
- Organized recreational activities, public gatherings, and other special events;
- Removal of, or exploration for, sand, gravel, and other mineral materials;
- Timber harvesting, or removal of commercial forest products or other vegetative resources; and
- Any other uses deemed appropriate by Reclamation, subject to the exclusions listed in the Code of Federal Regulations (43 CFR 429.4).

Applicants requesting rights-of-way for such activities as placement and construction of transmission lines, pipe lines, and telecommunications sites or cables, should refer to www.ntia.doc.gov/FROWsite/rowapplprocess.htm to access the Standard Form (SF) 299, *Application for Transportation and Utility Systems and Facilities on Federal Lands*.

Application Process

1. Complete the Use Application. Complete all parts of the use authorization application. If a particular question or response does not apply to the proposed use, please indicate "not applicable" or "N/A". Attach additional sheets if more space is needed. If you have additional questions, please contact your local Reclamation office. A complete list of all offices can be found at the following web site address: <http://www.usbr.gov>.

2. The following must be submitted with the application or attested to before the application may be approved by Reclamation: Two copies of all maps and other information pertinent to the location for the requested use must be submitted with the application before processing can proceed. Under 43 CFR 429.13(a), Reclamation may require the applicant to furnish additional material before granting a use authorization.

3. Enclose an application fee of \$100, payable to the Bureau of Reclamation when submitting your application. You must submit an application fee of \$100 (payable to the Bureau of Reclamation) with your use authorization application to cover the estimated minimum administrative costs to Reclamation to review your application. Failure to submit the required application fee and adequate information will cause delays in evaluation of the application.

The granting of any use authorization on Reclamation lands, facilities, or waterbodies is discretionary with Reclamation, and there is no guarantee that Reclamation will approve any application to use Reclamation lands, facilities, or waterbodies. If, after a preliminary review of the application, Reclamation determines that the granting of a use authorization is not compatible with the present or future uses of the lands, facilities, or waterbodies, the use authorization will not be granted.

If Reclamation finds your proposed use compatible with Reclamation project purposes or operations, we will advise you of any additional estimated administrative costs in excess of the initial \$100 application fee, which you will be required to pay before processing of your application continues. Administrative costs include, but are not limited to: appraisal and appraisal review; compliance with National Environmental Policy Act and the National Historic Preservation Act; and Reclamation's review, preparation and issuance of the use authorization.

4. Value of the use authorization (Use Fee). In addition to the administrative costs, applicants will also be required to pay for the value of the use of the lands, facilities, or waterbodies based on the value of the use prior to issuance of the use authorization. 43 CFR 429, Subpart E describes the procedures that will be used to process and recover the value of use authorizations.

5. Submit the application, application fee of \$100, and any attachments to your local Reclamation office. *No activity may begin until a fully executed use authorization document is issued by Reclamation.*