## SAN FRANCISCO MUNI REQUEST FORM

PRODUCTION COMPANY NAME: PRODUCTION TYPE:





BILLING CONTACT DETAILS
NAME:
EMAIL:
PHONE NUMBER:
ADDRESS:
DATE: START TIME: END TIME:
TOTAL CAST & CREW: ON LOCATION CONTACT:
LOCATION:
VEHICLE REQUEST: CHARTER/RENTAL HOP ON/HOP OFF  VEHICLE TYPE:  ACTIVITY:
ALTERATIONS TO VEHICLE:
OTHER REQUESTS:
CAMERA & EQUIPMENT SET-UP:

## **CHARTER/RENTAL GUIDELINES:**

- SFMTA will bill production directly after filming.
- All rentals have a 2 hour minimum requirement. After that, subsequent hourly fees will apply.
- If your filming area will impact Muni service on the street, an SFMTA inspector may be needed. We will advise.
- If you rent an SFMTA vehicle, you do not have to pay an additional Use of Image fee.
- To get a refund, you must cancel your rental by 9:00am the business day prior to the rental date.

## **HOP ON/HOP OFF GUIDELINES:**

- Production must pay fare for riding and filming on revenue vehicle (i.e. in use by the public) with minimal impact.
- Handheld equipment only and no boom.
- Production must conduct themselves like any other passenger and not disrupt other passengers. No reserving seats and no quieting other passengers while filming.
- Production must do as they are told by any SFMTA operator/inspector.
- No alterations to any SFMTA vehicles without prior approval.
  - SFMTA-owned imagery or logos may be subject to <u>Use of Image fees.</u>