



**CITY OF HACKENSACK**  
 BUILDING, HOUSING, LAND USE DEPARTMENT  
 116 HOLT STREET  
 HACKENSACK, N.J. 07601  
 (201) 646-3920, ext. 2002

Date Received: \_\_\_\_\_

**APPLICATION FOR FILMING IN HACKENSACK**

*Application Fee \$100.00*

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Date(s) of filming: \_\_\_\_\_ Time(s): \_\_\_\_\_

Location(s): \_\_\_\_\_

Provide written description of events proposed; \_\_\_\_\_

\_\_\_\_\_

List type of equipment and props to be used; \_\_\_\_\_

\_\_\_\_\_

Will work require a licensed Electrician? Yes / No - If yes, permits will be required from the Bldg. Department.

Will you be utilizing Municipal Property? Yes / No – If yes, permission must be obtained through the City Manager’s office or Police Department.

MUST provide documentation that approval has been granted by effected property owner(s) – Submitted Y / N

**OFFICE USE ONLY**

Provide documentation that approval has been granted by the Police Department – Submitted Y / N

Provide documentation that approval has been granted by the Fire Department – Submitted Y / N

MUST provide list of emergency phone numbers for individuals in charge - \*On-site at time of filming

\*\*Certificate of Insurance MUST be submitted with payment for processing.

Provide copy of “Certificate of Insurance” naming the City of Hackensack as a certificate holder – Submitted Y / N

City Manager \_\_\_\_\_ Fire Chief \_\_\_\_\_

Police Dept \_\_\_\_\_ Ernest Sisco \_\_\_\_\_

Bill Daley – Parking \_\_\_\_\_

If County approval is needed, must provide: Bergen County 201-336-6000 \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Date