



**Requirements for the Use of Unmanned Aircraft Systems (UAS)
for Filming in the City of Santa Clarita
(as of November 2018)**

In order for a production to be considered for a film permit involving a UAS, the following documentation is required (in addition to what is required for a film permit):

1. A copy of the Remote Pilot Certificate for the Remote Pilot in Command (Remote PIC)
2. A copy of the Registration Certificate for each UAS
3. A detailed description of proposed flight activities (including maps)

The plan of activities must include at least the following:

- Dates and times for all flights
- Name and phone number of the operator for the UAS filming production conducted under this grant of exemption
- Name and phone number of the person responsible for the on-scene operation of the UAS
- Make, model and serial or N-number of UAS to be used
- Name and certificate number of UAS pilots involved in the filming production event
- A statement that the operator has obtained permission from property owners and/or local officials to conduct the filming production event; the list of those who gave permission must be made available to the inspector upon request.
- Signature of exemption-holder or representative
- A description of the flight activity, including maps or diagrams of any area, city, town, county and/or state over which filming will be conducted and the altitudes essential to accomplish the operation.

4. Proof of insurance coverage as follows:

Evidence of coverage for the use of Unmanned Aircraft Systems (UAS) must be provided by the **UAS operators** (only those granted FAA exemptions).

Each UAS operating entity must submit proof of Unmanned Aircraft Systems (UAS) insurance with a limit of at least **\$2,000,000** naming the City of Santa

Clarita. The certificate of insurance must include two **separate** policy endorsements (one showing proof of **UAS** coverage and the other naming the City of Santa Clarita).

5. Copies of all necessary waivers or approvals. Examples of waivers include:

- Operation from a moving vehicle or aircraft
- Daylight operation
- Operation over people
- Operation in certain airspace

Please note: In addition to the insurance requirements listed above for UAS activities, production must submit both a Certificate of Liability Insurance and Endorsement naming the City of Santa Clarita, its officers, agents and employees as an "Additional Insured" are required for all film permits. These are not the same documents mentioned above.

IMPORTANT NOTES

- Please be advised that at this time, the City of Santa Clarita is evaluating requests for the use of UAS on City-owned properties (including parks, facilities, open space, etc.) or in public right of way areas (including streets, sidewalks, trails, etc.) on a case by case basis.
- Other public agencies (County, State, etc.) may have their own requirements regarding the use of UAS on their properties. Please check with all relevant agencies or with the Santa Clarita Film Office before submitting your permit application.
- UAS operators must have all pertinent documentation **on set with them at all times**, including documents related to Operating Authority, Pilot Qualifications, and Aircraft Registration.
- Operation of a small UAS is permitted only when all qualifications have been met, all necessary approvals have been obtained, and use of a small UAS is noted on the production's permit. If a production is found to be operating a small UAS without the proper permit, the assigned Fire Safety Officer or law enforcement official may immediately suspend the small UAS activities and/or the production may be subject to a fine.
- The use of a small UAS as a **PROP** (that is being flown) is subject to the same regulations as those used for filming.
- On October 9, 2015, Contract Services Administration Trust Fund issued Safety Bulletin #36, "Recommended Guidelines for Safely Working Around Unmanned Aircraft Systems." This document is posted on the [csatf.org](http://www.csatf.org) website, and may be accessed by clicking this link: **<http://www.csatf.org/pdf/36UAS.pdf>**
- A copy of this Safety Bulletin should be attached to your call sheet on days when a small UAS is being used.