



Request to Use Unmanned Aircraft Systems for Filming Over City of San Francisco Property

Date _____ Production Company _____
 Type of Production _____ Production Title _____
 Proposed Film Date(s) _____ Production Contact _____
 Contact's Cell# _____ Email Address _____
UAS Company _____ Primary Contact _____
 Address _____ Cell# _____
 _____ Email Address _____

UAS / AIRSPACE INFORMATION

Make/Model of Aircraft _____ Registration# _____
 Make/Model of Aircraft _____ Registration# _____
 Total Payload Weight (incl. UAS/camera/additional equipment) _____
 Class of Airspace UAS Activity Will Occur in: **B** **C** **D** **E** **G**
 Restricted Areas or Temporary Flight Restrictions (TFR) Within Proposed Time/Area of Operation? Yes No
REMINDER: if you are flying in Class B, C, D or E airspace, ATC authorization is required for all UAS activity.

UAS OPERATING AUTHORITY: 333-Exemption 14 CFR Part 107

333 Exemption Requirements

Name of Pilot in Command _____ Pilot's Phone# _____
 Exemption# _____
 Visual Observer _____ VO's Phone# _____
Please provide the following:
 Copy of COA or Blanket COA Copy of Notice to Airman (NOTAM)
 Copy of Pilot's License Copy of POA with proof of submission to Local FSDO
 Certificate of Insurance & Endorsement

Part 107 Requirements

Name of Remote Pilot in Command _____
 Remote Pilot's Phone# _____ Remote Pilot's Certificate# _____
 If Remote Pilot will not be operating UAS, name of person operating UAS under the direct supervision of Remote Pilot _____
Please provide the following:
 Copy of Remote Pilot Certificate
 Copy of Part 47 or Part 48 Registration Certificate for each UAS listed above
 Description of planned flight operations, including detailed diagrams, charts and maps as applicable
 Certificate of Insurance & Endorsement**

WAIVERS: If you are requesting any of the following activities, please check all that apply and furnish proof of waiver from the FAA upon submission of this document.

- Flight over non-participants (§107.39)
- Operating from a moving vehicle (§107.25)
- Operating multiple small UAS' (§107.35)
- Night flight (§107.29)
- Flight altitude restrictions (§107.51)

Remote Pilot in Command is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all Part 107 standards and requirements.

Signature of Remote Pilot in Command or Authorized Company Representative

Print Name _____ Title _____

INSURANCE REQUIREMENTS FOR UAS OPERATIONS IN SAN FRANCISCO:

If an Unmanned Aircraft System (UAS) is used for any purpose under this permit either directly by the Contractor or by a subcontractor to the Contractor, the Contractor shall ensure that such activity is covered by Unmanned Aircraft Systems insurance. The Contractor must submit proof of **UAS** insurance with an aggregate limit of at least **\$2,000,000**. The certificate of insurance must include a *separate* policy endorsement showing proof of **UAS** coverage which at a minimum shall include coverage for damage to person and property. A **second** (separate) endorsement must be submitted naming the City and County of San Francisco, its officers, agents and employees as Additional Insured for this coverage. **NOTE: Each of these two endorsements require a separate attachment to the certificate of insurance.**

AIRMAP NOTICE REQUIREMENTS FOR UAS OPERATIONS IN SAN FRANCISCO:

Once UAS Operations are approved by Film SF, the UAS operator must register with AirMap to submit a digital flight notice. Below are the steps for this process:

1. Download AirMap for iOS (airmap.com/go/ios) or Android (airmap.com/go/android).
2. Create an AirMap account.
3. Choose a username that is easily associated with your production and includes 'FilmSF'. This will identify that your use of UAS has been approved by the City. As an example, your username could be "FilmSF - AirMap Commercial". This username can be edited in the future if the UAS operator is providing services for multiple video shoots.
4. Complete your AirMap profile with up-to-date contact information and aircraft details.
5. In the map view, tap and hold on the location of your operation to Create a Flight.
6. Adjust flight details as needed: flight path, altitude, and duration.
7. Opt into sharing your flight publicly on AirMap. (This is the default setting.)
8. Press Submit.

At the designated start time, your flight plan will be viewable to the public on FilmSF.airmap.com to ensure the safety and accountability of drones, operators, and San Francisco's citizens.

Best Practices for UAS Operations Over City Property

Although not specified in Part 107 Rules, the Film SF suggests the following for optimum safety:

- Use of a visual observer.
- UAS operator should scout location site(s) of proposed drone activity in advance of filming.
- Operator should be at least 21 years of age.
- Operator should possess a Motion Picture & Television Operations Manual.
- Operator should have previous film set experience.

****IMPORTANT****

Please allow at least seven (7) business days for Film SF to process requests for film permits that include the use of drones, and be aware that the process will not begin until all required documentation has been submitted.

Also note that meeting all qualifications required of a Remote Pilot does not guarantee that permission to fly a small UAS over City property will be granted. Film SF reviews applications on a case-by-case basis and consent or deny requests based on location conditions and specific agency guidelines.