



Mission Cinéma Paris Film

## Filming authorizations

**Request authorization, collect the documents to be provided, know the stages and deadlines ... Details of the procedures for filming in Paris.**

*For any request for a reportage film or TV broadcast, please contact [presse@paris.fr](mailto:presse@paris.fr)*

## **Prior declaration of filming on public roads for teams of less than 10 people**

**COVID-19 / Resumption of requests for prior declarations** : In addition to the **prior declaration** form, the production must attach to its request a written typed certificate by which it undertakes to comply with the health rules in force in particular with regard to barrier gestures and physical distance, as prescribed in the Guide to good practice drawn up by the profession, and validated by the Ministry of Labor. This production letterhead certificate must mention the name of the project, the days and the locations. Filming must be protected from public access.

The prior declarations are suitable for filming fictions, advertisements, clips with a team of less than 10 people, **outdoors on public roads in the streets and on bridges ONLY** (NO GARDENS, PARKS, SPORTS EQUIPMENT, CANALS, BANKS , BUILDINGS, MONUMENTS ...) with light equipment . They must not include requests for parking of vehicles, use of a drone, intervention on traffic, or elements of public order (artificial weapons, uniforms and police and rescue vehicles, stunts ...). )

To formulate your request, thank you kindly:

1 / Fill out the **prior declaration form for shooting on public roads**. The request must be completed in a **complete and legible manner**, taking care to describe the scene shot. If you are shooting an advertisement, please specify the brand of the product. An incomplete or incorrectly completed request will be rejected.

 **form-declaration-prealable-tournage.pdf**

2 / Attach separately a written typed certificate by which the production undertakes to comply with the health rules in force, in particular with regard to barrier gestures and physical distance (see above)

3 / Send this form to [tournages@paris.fr](mailto:tournages@paris.fr) , **within 5 working days (one calendar week) minimum** before the shots.

4 / You will receive an email containing a registration number for your declaration. **This e-mail and this registration number will constitute authorization** . It is important to keep them with you on the day of the shoot.

5 / Your shots could give rise to a control by the Unit of control of filming authorizations (UCAT) or by the police force

**Photographing and documentary filming on public roads (streets and bridges only) for teams of less than 10 people are not subject to prior notification. This exemption does not apply to filming near canals, which must be requested in our AGATE application (see below).**

## **Authorization to shoot (normal procedure):**

**COVID-19 / Progressive and limited resumption of filming: from May 7, 2020, it is again possible to file filming requests, with the usual processing time of 10 working days**

Important : until further notice, only requests that meet the following criteria will be examined : teams of 50 people maximum present simultaneously (technicians and actors) indoors and outdoors; no barnum.

The following sites managed by the City of Paris will not be able to accommodate filming until further notice: parks and gardens, cemeteries, sports facilities, banks, canals, sewers, buildings, markets, or monuments (including in particular the town halls of the districts , City Hall, Hotel de Lauzun, St-Jacques Tower, churches, schools, museums, libraries...)

Requests for drone overflights over sites managed by the City of Paris will not be considered.

The production teams must also undertake, by written certificate, to comply with the health rules in force, in particular with regard to barrier gestures and physical distance, as prescribed in the Guide to good practice drawn up by the profession, and validated by the Ministry of Labor. This production letterhead certificate must mention the name of the project, the days and the locations. The platforms must be protected from any access to the public.

1 / To submit your shooting request online, at the professionals' desk in Paris: <https://teleservices.paris.fr/parisfilm/>

## **Services offered by Paris Film**

Paris Film is the only one authorized to take steps on behalf of the production company or the individual. You should not send any direct request to other municipal departments for permits or special services.

The Cinema Mission and Paris Film are at your disposal for:

- study your requests,
- inform you about the regulations in force and the prescriptions to follow,
- coordinate requests for occupancy of premises, parks or gardens, public or cultural buildings which depend on the domain of the City of Paris,
- manage your requests for technical services necessary for the smooth running of your shots (dismantling of traffic signs, street furniture, interventions on public lighting, passage of a washer ...),
- inform you of the necessary authorizations on private or state-owned sites and on the respect of image rights.

### **Authorization request: documents to be provided**

When submitting your request online, you will be asked for the following documents:

- a synopsis
- an insurance certificate
- the scenario
- data sheets
- site plans for your technical or game parking
- You can also send a storyboard if you consider it useful

### **Deadlines**

**The deadlines required for obtaining technical authorizations and interventions are 10 working days (two calendar weeks), at a minimum, from the filing of your request.**

For feature films and fictions, we recommend that you contact us for a preparatory meeting, to study your shooting plan.

**> Send your filming request online now.**

### **Additives**

If there is a change or a clarification concerning the request that you have submitted to the professionals' desk in Paris, send your addendum directly by email to [tournages@paris.fr](mailto:tournages@paris.fr)

If your addendum concerns new decorations, submit a new request at the professionals' desk in Paris.

**You need additional information before sending your request, contact us:**

[Paris Film - Mission Cinema](#)

### **Procedure steps**

Paris Film:

- study your project.
- Forward your requests to the various departments or city departments concerned.
- Each service / department studies the feasibility and establishes if necessary a technical opinion and if necessary an estimate of execution of the services requested.
- An invoice covering all the services and fees due is sent to you by the Regional Public Finance Department.

### **Costs to expect**

The processing and the issue of an authorization are free of charge.  
Driving on the public highway is free.

On the other hand, the Regional Directorate of Public Finances will be invoiced once the authorization has been issued :

- parking taxes,
- the fees for occupying the area of the City of Paris (parks, sports or cultural facilities, etc.),
- the costs of technical interventions according to the cases and requests (removal of posts ...).

### **Occupation of the public domain for shooting vehicles (Parking)**

Authorizations to occupy the public domain for shooting vehicles are issued by Paris Film, after interrogation by the departments concerned. Paris film issues authorizations to occupy the public domain for shooting vehicles at the same time as filming authorization.

### **Other recommendations and measures to be observed**

The issuance of a filming authorization implies for the production company compliance with the following commitments:

- Comply with all the technical opinions issued by the departments of the different departments of the City of Paris, attached to the filming authorization.

- No parking neutralization can be carried out without the agreement of the Paris City Hall.

- The production teams are responsible for the service providers mandated by them to reserve parking spaces upstream from filming and for their behavior, which must be respectful towards local residents.

- Respect the places used which must be cleaned and repaired.

- Limit oneself to occupying the places specified contractually and behave on these places with civility and respect.

- Provide a list of responsible personnel with full contact details for each of its members.

If you wish to include acknowledgments in the credits of the film, the wording must be: Ville de Paris

- Mission Cinéma.

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