

National Elk Refuge

Filming Request Activity Summary

Application Process

Application for commercial filming projects on the National Elk Refuge begins by filling out the government form titled FWS Form 3-1383-C. This provides initial information about the project that will be used to determine if the project is approved and, if so, what special conditions may be required for implementation. The National Elk Refuge requires a fee of \$50 to accompany the application to reimburse costs incurred by the agency as a result of processing the application. The fee should be paid in the form of a check made out to the National Elk Refuge. Additional cost recovery charges may be required by the National Elk Refuge if the project is approved and a permit is issued.

Additional Information

FWS Form 3-1383-C may not include enough space to fully describe the project, its intended distribution, and, most importantly, the benefit of the project to the National Elk Refuge and the National Wildlife Refuge System. This form can be used in conjunction with FWS Form 3-1383-C to provide additional or more adequate information to assess the project and its impacts.

Note: This is an application only and does not serve as permission to conduct a filming project or any other use on the National Elk Refuge. If your request is approved, a permit containing applicable conditions and regulations will be sent to the person designated on the application. The permit must be signed and returned to the Refuge prior to the event. A minimum of 5 business days is required for approval and preparation of a special use permit.

Company Name: _____

Address: _____

City / State / ZIP Code / Country: _____

Phone: _____

FAX Number: _____

Tax ID or Social Security #: _____

Project / Client: _____

Type of Project: _____

Producer: _____

Location Manager / Agent: _____

Project Start Date: _____

Project End Date: _____

General purpose of the filming and how the photos or footage will be used.

e.g. Does your project have a name or title? What is your intended final product? Where will your final product be aired, printed, or viewed?

Be sure to include in your information the benefit to the National Elk Refuge and National Wildlife Refuge System.

Summary of Proposed Activities

Description of proposed activity:

Projected total hours / days of filming:

Specific locations (road names, description of turnouts, etc.):

Maximum Number of Cast and Crew:

Clean up will be completed by (name and contact number):

Additional information:

I hereby state that the above information given is complete and correct and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge, and I have the full authority to represent the applicant entity and the project described above. I acknowledge that changes to the schedule or filming activities may invalidate an approved special use permit.

Signature: _____

Printed Name: _____

Title: _____

Company Name: _____

Date: _____

The above application and fee must be returned to:

National Elk Refuge
PO Box 510
Jackson, WY 83001
Phone: 307.733.9212, extension 6
Fax: 307.733.9729
Attention: Lori Iverson