

Location Filming Guidelines

1. **PERMISSION**: Pike Place Market is located a nine-acre historic district created in 1971 by the City of Seattle to protect and preserve the Market and its buildings from future commercial development and to safeguard the Market for generations to come.

The <u>Market Historic District</u> and most of the buildings are managed by the Pike Place Market Preservation and Development Authority (PDA), a not-for-profit public corporation chartered by the City of Seattle in 1973 to manage the properties within the district.

The charter requires the PDA to preserve, rehabilitate and protect buildings within the Market, increase the opportunities for farm and food retailing in the Market, support small and marginal businesses, and provide services for low-income individuals.

A prerequisite for all projects is the completion and execution by an authorized representative of the project production team of the Pike Place Market's Location Filming Application and Hold Harmless Agreement, of which these guidelines are an integral part.

2. APPROVED USES: The PDA reserves the absolute right to grant or deny permission to film or photograph at Pike Place Market. The Market is a very popular tourist destination—one that understandably many want to include in film projects—but it has a long history that the PDA is responsible to uphold and protect. We try our best to give priority to commercial ("commercial" defined as any use other than personal use, not exclusively advertising) film and photography projects that closely align with our charter and mission.

Due to the large volume of requests we receive, most pilot programs or unsold films cannot be permitted. Requests for inclusion in reality programs, feature films or motion pictures are evaluated on an individual basis. The use of Market property for R&D, product testing, user experience, pop-up events, PR stunts or outside promotional events is prohibited.

- 3. LOCATION RELEASES AND NON-DISCLOSURE AGREEMENTS: Outside location agreements and nondisclosure agreements will not be signed by the PDA. If non-disclosure agreements have been signed by production companies seeking to film or photograph at the Market, the PDA reserves the right to deny the project.
- 4. OTHER PERMITS AND LICENSES: Permits from Washington Filmworks and/or the City of Seattle do not grant permission to film or photograph at Pike Place Market. Permits for film and photography must be obtained directly from the PDA Communications & Marketing department for any projects outside of personal use at the Market or within the nine-acre historic district.

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- 5. TRADEMARKS: The PDA owns trademarks on the Pike Place Market name (as well as iterations of it, including Pike Place, Pike Place Public Market, Pike Place Farmers Market), as well as the iconic exterior neon Market logo. Usage of these trademarks may only be used with prior permission and as outlined in the Hold Harmless Agreement.
- **6. FEES:** The Pike Place Market PDA is the final authority for all commercial filming and photography projects in the Market. Location and trademark fees may be reduced or waived depending on the intended use and promotional value to Pike Place Market. Fees are assessed for all commercial projects and must be paid in advance of the shoot date.
- 7. TIMES AND LOCATIONS: While at the Market, the licensee shall engage in only those activities agreed upon in the Hold Harmless Agreement. Any changes to the contract require the prior approval of the PDA Communications & Marketing department staff.

Roaming shots are not permitted in any part of the Market. Specific locations must be identified by the licensee and approved by the PDA Communications & Marketing department staff. Independent permission from each affected Market tenant, craftsperson, merchant or vendor must be secured by the licensee prior to film date. Please refer to the Market Directory for up-to-date listings of Market businesses. The PDA Communications & Marketing department is also available to assist with location suggestions.

- 8. ADVANCED NOTICE: Two weeks' advanced noticed is required for commercial filming and photography projects. The PDA Communications & Marketing department will make every effort to accommodate last-minute requests, but requests with less than 24 hours' notice will not be granted.
- **9. SCHEDULING:** Filming dates and times must be approved by the PDA Communications & Marketing department. No filming or photography permits are granted for weekends, including Fridays in peak season (May-September), as well as holidays. Blackout dates may also apply at the discretion of the PDA due to Market traffic and/or events in or around the Market. If possible, filming and photography projects should be completed during off-peak hours, which is typically before 11 a.m. or after 2 p.m.
- **10. SECURITY:** For public safety reasons, Market Security officers are required for all commercial filming and photography projects at the Market. The number of officers required depends on the scale of the project, including equipment, crew size, impact on Market businesses, etc.

Market Security officers and PDA staff reserve the right to require unauthorized or uncompliant film and photography crews to immediately vacate the Market premises.

- **11. LIGHTING AND AUDIO:** All equipment use requests must be made at the time of initial application. Please identify in your Location Filming Application if you will be using any of the following:
 - a. Booms
 - **b.** Microphones
 - c. Audio kits
 - d. Lights
 - e. Reflectors

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- f. Monopods/Shooting Sticks
- g. Bipods
- h. Tripods
- i. Steadicams
- j. Carts or tables
- k. Panels
- **12. DRONES:** The use of drones or other unmanned equipment is strictly prohibited in Pike Place Market and within the nine-acre historic district. Please note that this applies even if you hold a drone permit from the City of Seattle.
- **13. PARKING:** In most cases, Pike Place Market cannot provide parking for film or photography crews. There are two <u>Market parking garages</u> located along Western Avenue. Upon request and if available, reserved parking in proximity to Market entrances on Pike Place can be arranged for news media satellite vehicles or crews needing access to their vehicles throughout their film project.
- **14. INSURANCE:** All commercial filming and photography licensees must provide, at your own expense, liability insurance to cover all activities relating to your project. Insurance must be through a reputable insurance company and satisfactory to the PDA in minimum limits of \$1,000,000.00 for property damage and \$2,000,000.00 per accident. The PDA must be named as an additional insured. Licensee must provide a COI to the PDA in advance of the filming shoot date.
- **15. NON-INTERFERENCE:** Pike Place Market is a working market, home to more than 400 residents, and a highly occupied tourist destination. Filming and photography crews must not interfere with the daily activities and business of Market merchants, vendors, residents, customers or staff; this includes blocking, obstructing or otherwise inhibiting regular business and/or filming without consent. The PDA reserves the right to immediately suspend any activities on Market property.
- **16. NOISE:** The Market is a busy place and we cannot guarantee a quiet atmosphere for your film or photography shoot. Market buskers reserve the right to perform in their permitted locations and should not be asked to stop or pause their performances for film crews. If you'd like to conduct interviews in a quieter location within the Market, please communicate this on the Location Filming Application.
- **17. MODIFICATION OF FACILITIES OR GROUNDS:** Modifications may not be made to the facilities or grounds at Pike Place Market or within the nine-acre Market Historic District.
- **18. COMPLIANCE WITH LAWS:** Licensee shall be aware of and comply with all applicable federal, state, and local laws, ordinances, and regulations in conducting its activities at the Market, and shall be responsible for obtaining any and all permits necessary to conduct the Project at the Market or on adjoining properties.
- **19. OWNERSHIP:** Use of approved film and photography projects carry a two-year usage limitation. Renewal requests may be made to the PDA Communications & Marketing department. All approved projects and rights shall remain vested in the licensee. The licensee shall provide a copy of the final product to the Market for archival purposes. Special consideration for use in perpetuity requests will

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- **20. STOCK IMAGES AND FOOTAGE:** Pike Place Market prohibits the sale of images or footage at the Market for use on stock sites or any other use than what is outlined on the Hold Harmless Agreement. Upon request, the PDA Communications & Marketing department can provide approved images for editorial use.
- **21. OTHER USES:** The licensee is permitted to use the film and photographs obtained from the licensed shoot only for the specific purposes outlined in the Hold Harmless Agreement. Requests to use the footage for any other reason must be obtained from the PDA Communications & Marketing department.
- **22. ADDITIONAL INFORMATION:** For additional information or clarification on filming and photography policies at Pike Place Market, please contact:

Pike Place Market PDA 85 Pike Street, Room 500 Seattle, WA 98101 <u>Marketing@PikePlaceMarket.org</u>

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