



**ANNUAL COMMERCIAL PHOTOGRAPHER/VIDEOGRAPHER PERMIT  
APPLICATION**

Name of Company:	
Applicant Name:	
Mailing Address:	
City / State / Zip:	
Work Phone: (     )	Mobile Phone: (     )
Email:	
City of Rock Hill Business License #:	

**GUIDELINES FOR COMMERCIAL PHOTOGRAPHY/VIDEO**

- All commercial photography/videography on City/public property requires a permit issued by the City.
- Exemptions/Waivers include photographs/videos made: (1) solely for private or family use without a financial gain; (2) for use in criminal investigations or civil proceedings; (3) for news purposes; (4) for charitable purposes; and (5) for educational/academic purposes. This does not exempt activity that may require a City Event Permit. See EVENT PERMIT below.
- The photographer will possess/wear the provided permit and lanyard as identification while conducting approved photography/video work on City property.
- Photographers, their staff and subjects may stand on sidewalks and grassy/natural areas, but not in flower beds or streets.
- Photographers must conduct their work in a manner that does not impact the general public's enjoyment of City/public property.
- Photographers cannot block roads, sidewalks, private drives or trails during their shoot or prevent others from accessing City/public property.
- All activities must conform to the established rules and regulations for the City facility, park or public property at which the photography takes place.
- The photographer is responsible for cleaning the area following the project. Any trash generated by your party must be removed prior to your departure.
- Any commercial photography/video activity conducted at a Parks, Recreation and Tourism (PRT) facility is subject to additional rules and regulations. Photographer must review the specific PRT park photography/video guidelines, give 2 business days' notice and receive approval for their project from PRT by calling 803-329-5620. You may find additional park rules here: [cityofrockhill.com/prt](http://cityofrockhill.com/prt).

**EVENT PERMIT**

Usage and placement of tables, chairs, and/or any props that are not hand-held must be approved in advance in accordance with the City's Event Permit process. (Rock Hill, SC Municipal Code § 26-13)

Any photography/video activity that requires more than 2 hours on location, involves additional equipment, props, vehicles, numerous staff, the blocking of pathways, streets, drives or areas of a City park, etc. will require an application through the City's Event Permit process, especially if City services are needed.

**INSURANCE REQUIREMENTS**

Applicant shall (1) agree to maintain Professional Liability Insurance in the amount of \$1,000,000. In no event, shall the Applicant serve as a self-insurer for the purpose of Worker's Compensation Insurance. (2) Applicant also agrees to provide Worker's Compensation Insurance, Automobile Liability Insurance, General Liability Insurance and Professional Liability Insurance Endorsements, if applicable, to the City.

**BUSINESS LICENSE REQUIREMENTS**

Anyone taking photographs or video for financial gain within the City limits must have a City of Rock Hill Business License. Businesses operating within the City limits of Rock Hill are required to pay an annual license fee for the privilege of doing business in the City. (Rock Hill, SC Municipal Code § 11-31) Annual fees are based on the rate class associated with the North American Industry Classification System (NAICS) and the gross income from business conducted in the City. For more information on the Business License requirements, visit [cityofrockhill.com](http://cityofrockhill.com).

**HOLD HARMLESS CLAUSE:**

The undersigned hereby makes application to the City of Rock Hill for the use of a City park or public space and certifies that the information given in this application is correct. The undersigned further states that he/she has the authority to represent this organization and agrees to exercise the utmost care in the use of the City's property; the applicant further agrees to reimburse the City of Rock Hill for any damage arising from the applicant's use of the property.

Applicant hereby shall assume all risks incidents to or in connection with the permitted activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or the conduct of applicant's operation. Applicant hereby expressly agrees to defend and save City harmless from any penalties for violation of law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of our connection with the permitted activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of applicant or its officers, agents, and employees.

My signature below, acknowledges that I have read and understand the above terms and conditions.

\_\_\_\_\_  
Applicant

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**Submit your proof of insurance and proof of current City of Rock Hill Business License with this form. Please allow 3 business days for processing. *Your permit will not be issued if the insurance certificate and proof of current City of Rock Hill Business License are not received.***

*Professional photographers using PRT facilities for commercial gain are asked to make a donation per professional session to the Rock Hill Parks Foundation, contributing to the care and continuing preservation of the public facility.*

**RETURN APPLICATION TO:**  
Sonya Wilson, City of Rock Hill, PO 11706, Rock Hill, SC 29731  
Phone: 803-329-8717  
Additional Contact: PRT Office; Phone: 803-329-5620