Guidelines for Filming and Photography for Balboa Park Carousel

1. All requests for filming, photography or video productions on or around the immediate area of the Balboa Park Carousel (including news gathering video) must be directed to Friends of Balboa Park Executive Director or public relations director.

2. Breaking news is an event that cannot be covered at any other time or at any other location. Filming of breaking news does not involve advertising, sets, props, or models. Coverage of breaking news may not disrupt park visitors, damage park resources, or compromise public health and safety regulations. Information on breaking news comes from the Friends of Balboa Park executive director or public relations director.

3. Frequently there are opportunities for news organizations to focus on the Balboa Park Carousel and Friends of Balboa Park programs, or increase public awareness of organizational issues. Filming related to these stories must be coordinated and planned in advance. Contact the public relations director to discuss your project.

4. Friends of Balboa Park reserves the right to review the entire shooting script for productions to be filmed in whole or part that incorporate any part of the carousel, and be aware of the film and/or television industry rating the project expects to receive, and reserves the right to deny permission for any production for any reason. If for any reason the standard industry code for film and/or television is changed after the production is completed, Friends reserves the right to rescind permission to use scenes shot at the carousel. Unacceptable ratings are NC-17 and X. Other ratings may be considered unacceptable, depending on content.

5. Any production company or independent entity photographing or filming on or around the carousel must, in advance of production, provide Friends of Balboa Park with a valid liability insurance policy with a limit not less than $1,000,000, and to list Friends of Balboa Park as additional insured while on filming. The policy should be sent to Friends with a cover letter, along with the signed agreement below.

6. Location fees, if applicable, will be determined by Friends of Balboa Park depending on the size and scope of the production, and the number of days of filming. Location fees are in addition to expenses incurred for use of carousel facilities or personnel, and such expenses will be collected by Friends of Balboa Park. Expenses include, but are not limited to, operations personnel, repairs, meals, advisory personnel, and other expenses.

7. Any production company or independent entity photographing or filming must, in advance of production, provide Friends with the full amount of the agreed upon location fee, which will be determined by the size and nature of the production. In addition, production company agrees to restore and repair facilities and grounds to original condition after use, or to pay for such restoration and repairs.

8. Any production company or independent entity photographing or filming agrees not to use any Friends of Balboa Park or Balboa Park Carousel logos, signage or other identifying marks unless specific permission is granted in writing by the Friends of Balboa Park executive director.

9. In advance of production, any production company or independent entity photographing or filming will provide Friends of Balboa Park with a specific plan for the production, including dates, times, locations, number of crew, size and number of trucks, parking needs, security needs, power needs, and facilities needs. Friends reserves the right to withhold permission to film if production will interrupt carousel operations.
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