

agents or representatives. The City of Greater Sudbury will not be responsible for any liability arising from these activities with respect to advertising, copyright or trademark infringements.

4.10. Insurance

The applicant shall, at its own expense, including the cost of deductibles, provide and maintain insurance coverage from an insurance company registered to do business in the Province of Ontario. A certificate of insurance shall be provided to the Film Liaison and to the satisfaction of the Risk Management Team prior to issuance of the Film Permit. In all policies the City of Greater Sudbury must be named as an additional insured and a cross-liability clause must be included.

- A comprehensive general liability policy or commercial general liability policy in the amount of not less than \$2,000,000 (two million dollars) inclusive limit for any occurrence required. Where a Road Occupancy Permit is required, this must be in the amount of \$5,000,000 (five million dollars).
- Automobile third-party liability insurance in the amount of not less than \$1,000,000 (one million dollars) inclusive limit covering all vehicles used in connection with the filmmaking activities required.
- Tenants' legal liability coverage in the amount of not less than \$100,000 (one hundred thousand dollars), which may be increased based on the value of the building occupied during filming.
- Additional insurance (i.e. Aircraft Liability, Pyrotechnics Liability, Fire, Legal Liability, etc.) may be required depending on other specific activities, in which case the amount will be determined by the Risk Management Team of the City of Greater Sudbury.
- It is the responsibility of the production company to maintain insurance coverage for contents and equipment, rentals, liability for all activities, business interruption, automotive exposures and other risk and to limits of coverage amounts usual to that of a prudent company in the filming business operating at the same capacity.

A thirty- (30) day notification prior to the cancellation of policy must be included.

4.11. Expenses and Permit Fees

All out-of-pocket expenses and fees related to the use of municipal properties and services are the responsibility of the production company. These may relate to parking, roads, facilities, parks, equipment or additional staffing such as janitorial, security and site preparation.

Fees related to the permitting process are as follows:

- Film Permit \$35
- Film Permit extension \$10
- Film Permit amendment \$10

The company shall be provided with an estimate of costs prior to permitting and/or film activity. Total fees will be estimated according to plan, time permitting, subject to change upon actual usage.

Payment is required in order to reserve the location and any outstanding balance is due, in full, prior to commencing filming preparations. Payment is accepted in the form of certified cheque, debit or credit (VISA, Mastercard) in person through any [Citizen Services Centre](#) or through credit card by phoning 3-1-1.

When filming takes place on municipal property, if the City of Greater Sudbury must incur additional costs to restore the location to its original state, such costs will be subtracted from the security deposit and if the deposit is insufficient to cover the costs of restoration or damages the applicant shall be required to provide any balance owing to the City forthwith. If expenses include staffing, cost adjustments will be dealt with after the fact by deducting the balance from the security deposit. This process takes approximately thirty (30) days. If a shoot wraps earlier than scheduled, this will not necessarily result in a reimbursement adjustment.