

Greenmarket Film & Photo Shoot Guidelines



Contact Rishma Lucknauth: 212.788.7900, x.236 or
rlucknauth@grownyc.org

Thank you for your interest in filming/photography at a Greenmarket location. Please review the following before applying to film/photograph at Greenmarket, exceptions will not be made.

- There is a fee to film/photograph at Greenmarket. This will be determined by the Greenmarket Director based on crew size, length of shoot and disruption to the market as indicated on the "Film/Photo Shoot Request" form.
- Greenmarket will not sign off on location agreements or allow edits to our paperwork; however, we will be happy to provide invoices, receipts for payment or other documentation needed for bookkeeping purposes.
- A tripod can only be used with a Certificate of Insurance on file before filming/photographing. COI's that do not meet these requirements will not be accepted. If you cannot provide a COI you must have everything handheld. **Please see page two for insurance requirements and required language.**
- Approval to film in the market does not mean access to film inside farmer stands. You must seek approval from the farmer or farm stand manager to film/photograph inside any stands. If you will be disruptive to business in a farm stand or for more intricate film/photo shoots, prior approval should be sought from the farmers and there will be additional costs to compensate the farmer for loss of business.
- Crews, unless otherwise approved, can be no more than 5 people. If you have additional crew such as wardrobe, hair & make up, etc., they must be stationed outside the market and called in as needed. Other crew members cannot loiter inside or in front of farm stands or otherwise block the flow of traffic or shoppers. Crews that do not respect the market flow will be asked to leave.
- Greenmarket does not provide or guarantee parking for any crew that is granted permission to film/photograph at the market.
- If any of these expectations are violated, your crew will be asked to leave the market.

I have read, understood and agree to these requirements:

Signature

Date

INSURANCE REQUIREMENTS

General Liability: minimum \$3,000,000 per occurrence

Excess Liability (Umbrella): minimum \$3 million and up to \$10 million for more elaborate film crew type shoots

Workers Compensation: Statutory Limits PLUS
\$1,000,000 Employer's Liability each accident,
\$1,000,000 Employer's Liability disease – policy limit,
\$1,000,000 Employer's Liability disease each employee

Additional Insured MUST have the following language. If your COI does not include this language as listed, it will be returned to you for revision. We will not accept any modifications to our insurance language.

For Greenmarkets located in a NYC Department of Parks & Recreation site	Council on the Environment Inc., GrowNYC, Greenmarket, the City of New York, New York City Department of Parks & Recreation, Greenmarket Staff, Customers, and Participants, are additional insured as their interests may appear with respect to film/photo shoot in the [Market Name] Greenmarket on [Date] .
For all other Greenmarkets	Council on the Environment Inc., GrowNYC, Greenmarket, the City of New York, Greenmarket Staff, Customers, and Participants, are additional insured as their interests may appear with respect to film/photo shoot in the [Market Name] Greenmarket on [Date] .

**If you are unsure which of these applies to your shoot, please email Rishma Lucknauth.*

Certificate Holder is:

Council on the Environment, Inc. DBA GrowNYC
100 Gold St, Suite 3300
New York, NY 10038

For questions regarding insurance requirements please contact Rishma Lucknauth, rlucknauth@grownyc.org.