

**COUNTY OF MAUI**  
**Office of Economic Development**  
**Maui County Film Office**  
 2200 Main Street, Suite 305 • Wailuku, Maui, Hawaii  
 96793 Phone: 808-270-8237 Fax: 808-270-7995  
 Email: [tracy.bennett@mauicounty.gov](mailto:tracy.bennett@mauicounty.gov)



**FILM PERMIT APPLICATION**

SECTION **A**

**GENERAL INFORMATION SECTION**

1. **APPLICANT** (company name) \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_  
 \_\_\_\_\_  
**PHONE #** \_\_\_\_\_ **FAX** \_\_\_\_\_ **EMAIL** \_\_\_\_\_
2. **PROJECT NAME** \_\_\_\_\_
3. **ON-SITE CONTACT** \_\_\_\_\_  
**PHONE #** \_\_\_\_\_ **FAX** \_\_\_\_\_ **CELL** \_\_\_\_\_
4. **HAWAII ADDRESS / HOTEL** \_\_\_\_\_  
 \_\_\_\_\_

**STATISTICAL INFORMATION SECTION**

ISLAND	NO. OF CAST		NO. OF CREW		NO. OF DAYS			HOTEL ROOM NIGHTS
	LOCAL	TOTAL	LOCAL	TOTAL	PREP	SHOOT	WRAP	

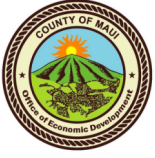
**PROJECT BUDGET** \_\_\_\_\_ **BUDGET MAUI** \_\_\_\_\_

**5. PROJECT TYPE**

- |   |   |
|---|---|
| <input type="checkbox"/> TV Commercial                            | <input type="checkbox"/> Feature Film                   |
| <input type="checkbox"/> Print Ad/Stock/Calendar/Magazine (still) | <input type="checkbox"/> Music Video                    |
| <input type="checkbox"/> TV Episode/Special/MOW                   | <input type="checkbox"/> Documentary/Educational/News   |
| <input type="checkbox"/> Travelog/Industrial/Tour Video           | <input type="checkbox"/> Hawaii based Network TV Series |
| <input type="checkbox"/> Sports/Exercise                          | <input type="checkbox"/> Other: _____                   |
| <input type="checkbox"/> Multimedia CD/DVD/Internet               |   |

**6. FORMAT**       Still       16mm/35mm/70mm       Video       Digital

MCFP # \_\_\_\_\_



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**SECTION B**

APPLICANT: \_\_\_\_\_ PROJECT: \_\_\_\_\_

**FILM LOCATION SECTION**

To make processing easier and faster, please attach a map, street address, Tax Map Key number, or detailed description of the exact location requested. Attach a separate sheet as necessary. *Specific information (Section C) is required for each location listed below.*

1) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

2) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

3) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

4) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

5) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

6) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

7) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

8) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATES \_\_\_\_\_ TIMES \_\_\_\_\_

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**SECTION C**

APPLICANT: \_\_\_\_\_ PROJECT: \_\_\_\_\_

**SPECIFIC INFORMATION SECTION**

LOCATION (B-\_\_ ) \_\_\_\_\_

ISLAND \_\_\_\_\_ DATE \_\_\_\_\_ TIMES \_\_\_\_\_

NUMBER OF CAST \_\_\_\_\_ NUMBER OF CREW \_\_\_\_\_ NUMBER OF VEHICLES \_\_\_\_\_

DESCRIBE THE ACTIVITY YOU WILL BE FILMING/TAPING AT THE LOCATION \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

DESCRIBE ALL EQUIPMENT AND VEHICLES ON LOCATION (include Parking Plans) \_\_\_\_\_

a) Equipment \_\_\_\_\_

b) Vehicles \_\_\_\_\_

c) Parking Plans \_\_\_\_\_

WILL YOU BE FILMING ON ROADWAYS OR SIDEWALKS? YES \_\_\_\_\_ NO \_\_\_\_\_

If **Yes** then please describe \_\_\_\_\_

\_\_\_\_\_

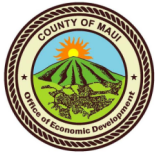
ARE YOU USING ANY OF THE FOLLOWING

- |                                       |  |   |                                   |
|---------------------------------------|--|---|-----------------------------------|
| <input type="checkbox"/> Aircraft     | <input type="checkbox"/> Props                 | <input type="checkbox"/> Set Construction | <input type="checkbox"/> Firearms |
| <input type="checkbox"/> Watercraft   | <input type="checkbox"/> Special Effects       | <input type="checkbox"/> Picture Cars     | <input type="checkbox"/> Animals  |
| <input type="checkbox"/> Pyrotechnics | <input type="checkbox"/> Recreational Vehicles | <input type="checkbox"/> Generators       |                                   |

DESCRIBE \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## SECTION D

APPLICANT: \_\_\_\_\_ PROJECT: \_\_\_\_\_

### CODE OF CONDUCT SECTION

The State of Hawaii and the County of Maui Film Office appreciates your cooperation in upholding the Code of Conduct while filming in the state of Hawaii. Please call this office, or the appropriate county office, if you have any questions.

1. When filming in a neighborhood or business district, proper notification is to be provided to each merchant or neighbor that is directly affected by the company (this includes parking, base-camp, and meal areas). The filming notice should include:
  - a) Name of company b) Name of production c) Kind of production (eg. feature film, television series, commercial, etc.) d) Type of activity and duration (times, dates, number of days, including prep and strike) e) Company contact (first assistant director, unit production manager, location manager) **\*\*This Code of Conduct should be attached to the filming notification, which is distributed to the neighborhood.**
2. Production vehicles arriving on location in or near a residential neighborhood should enter the areas at a time no earlier than that stipulated in the permit, and park one by one, turning off engines as soon as possible. Cast and crew shall observe designated parking areas.
3. Production passes identifying the crew is recommended. If issued, every member of the crew should wear it while on the location.
4. The removal, moving or towing of the public's vehicles is prohibited without the express permission of the municipal jurisdiction or the owner of the vehicle.
5. Do not park production vehicles in, or block driveways without the express permission of the municipal jurisdiction or driveway owner.
6. Cast and crew meals are to be confined to the areas designated in the location agreement of the permit. Individuals are to eat within their designated meal areas during scheduled times. All trash must be disposed of properly upon completion of the meal.

**I acknowledge that I have read and accept Maui County's Code of Conduct** (please initial) \_\_\_\_\_

The company and its Hawaii Representative/Agent are responsible for the information listed herein. The applicant agrees to perform all of the obligations stated in the form and attached departmental conditions. The permit application has been reviewed by the approving agencies and the applicant. The departmental conditions are incorporated by reference into this form and are a part of it.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

### FOR OFFICIAL GOVERNMENT USE ONLY

RECEIVED BY \_\_\_\_\_ SENT TO \_\_\_\_\_  
Name Department Date

APPROVED / DENIED BY \_\_\_\_\_  
Signature Department Date

**Subject to:**

- General Conditions
- Additional Conditions
- Special/Standard Conditions
- Approval from Federal or Private Land Owner

**Insurance:**

- Required
- Not Required
- Attached
- Filed w/ MCFO

**Sent To:**

- Applicant
- Planning/Historical Commission
- Parks Dept.
- Fire Dept.
- Police Dept.
- Other \_\_\_\_\_

COMMENTS / ADDITIONAL CONDITIONS / NOTES \_\_\_\_\_

\_\_\_\_\_  
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