



# PHOTOGRAPHY AND VIDEO MEDIA PERMIT APPLICATION

*The City of Laguna Niguel requires all professional photographers/videographers to obtain a Photography and Video Media Permit when capturing images of individuals, wildlife, scenic parks, or open spaces while on public property for compensation. A professional photographer/videographer is defined as anyone who engages in the activity of taking photos/videos, or producing images, for gain or livelihood.*

## Photography and Video Media Permit Application

A Photography and Video Media Permit Application is a request for permission to conduct commercial photography/video activities within the City. Photography and Video Media Permits are required for all photography/video activities, except those for personal, non-commercial use, regular news media activities, and those conducted entirely on private property with no impact on parking or traffic flow. (Examples: wedding photos, engagement photos, family photos, graduations)

Any applicant who submits a letter written on school letterhead by a school administrator or instructor stating that the applicant is currently enrolled in a recognized United States educational institution and that the photography and video media is not for commercial release is exempt from any permit fees established pursuant to the Municipal Code.

Charitable photography and video media produced by City of Laguna Niguel nonprofit organizations, and news media, are exempt from any permit fees established pursuant to the Municipal Code.

## Commercial Photography

“Commercial Photography” refers to photography for sale or profit aside from filming for motion pictures or television. Such photography may be permitted after submission of appropriate application and proof of required insurance coverage. Commercial photography permits are handled in the same manner as commercial motion picture, video, and television photography.

## Commercial Video Media

“Commercial Video Media” refers to the filming or recording of moving images – via film, electronic, magnetic, digital, or other formats- conducted by individuals, businesses, or entities for a market audience with the intent to generate income. Examples include, but are not limited to, feature films, videography, monetization of social media, and documentaries. Commercial filming may also include the advertisement of a product or service, or the use of actors, models, sets, or props.

A Commercial Photography and/or Video Media Permit is required for the following circumstances:

1. The activity restricts/prevents public access to an area or takes place in a location not ordinarily open to the public; or
2. The activity uses a model, constructed set, lighting rig, or large props requiring setup; or
3. The image(s) are used for the advertisement of a business or to promote or sell a product or service; or
4. The City would incur additional administrative costs to monitor or permit the activity.

A “model” refers to a person or object that serves as the subject for photography to promote the sale or use of a product or service. Models may include, but are not limited to, individuals, animals, or inanimate objects, such as vehicles, boats, clothing, or food and beverage products. Portrait subjects, such as wedding parties and graduating

students, are not considered models when the images are intended for personal use and not to promote or sell a product or service.

### Permit Approval

Photography and Video Media Permits will be approved by the Parks and Recreation Department once insurance requirements are fulfilled and the City receives payment of the fees.

### Personal Photography and Video Media- Permit Not Required

Photography or Video Media for personal purposes is encouraged to enhance visitor enjoyment and extend the benefits of recreational experiences in parks, facilities, and open spaces. Examples include wedding, engagement, family, and graduation photos.

Personal photography or Video Media by park visitors, whether still, motion picture, or video, is allowed without a permit only under the following circumstances:

- All park rules and regulations must be adhered to.
- No reserving or blocking off space, or interference with other park visitors’ use or enjoyment of the park.
- No use of professional props and/or sets, professional actors, models, or specialized or large motorized equipment.
- Photography or Video Media takes place during regular park operating hours.

### Permit Fees

	Current Fees <b>(New fee rates will take effect mid-2026, replacing the current fees)</b>
Photography Fee:	\$150/day
*Photography Deposit:	\$300/day
Video Media Fee:	\$300/day
*Video Media Deposit:	\$300/day

\*Refundable Deposit

### Further Information

For additional information or to discuss the specifics of your application, please contact the Parks and Recreation Department at **(949) 425-5100**.

### Submission of Application

Please complete and return the permit application at least 20 days prior to the photo/video shoot date for consideration and processing.

**PLEASE ATTACH APPLICATION, PROOF OF INSURANCE, AND ALL APPLICABLE DOCUMENTS AND DELIVER TO:**

**Crown Valley Community Center**  
**Email: Recreation@cityoflagunaniguel.org**  
**29751 Crown Valley Parkway, Laguna Niguel, CA 92677**



# PHOTOGRAPHY AND VIDEO MEDIA PERMIT APPLICATION

## Permit Application Type

- ☐ Photography  
☐ Video Media

### CONTACT INFORMATION

APPLICANT CONTACT		PHONE
ADDRESS		
CITY	STATE	ZIP
CONTACT EMAIL		PRODUCTION COMPANY

### LOCATION(S)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Crown Valley Community Center         | <input type="checkbox"/> Laguna Niguel Skate & Soccer Park | <input type="checkbox"/> Beacon Hill Park   |
| <input type="checkbox"/> Niguel Botanical Preserve             | <input type="checkbox"/> Bear Brand Park                   | <input type="checkbox"/> Yosemite Park      |
| <input type="checkbox"/> Crown Valley Park                     | <input type="checkbox"/> Chapparosa Park                   | <input type="checkbox"/> Marina Hills Park  |
| <input type="checkbox"/> Laguna Niguel City Hall               | <input type="checkbox"/> La Paz Sport Park                 | <input type="checkbox"/> Rancho Niguel Park |
| <input type="checkbox"/> Sea Country Senior & Community Center | <input type="checkbox"/> Juaneño Park                      | <input type="checkbox"/> Other _____        |

### PRODUCTION INFORMATION

DATE(S)	TIME(S)
NUMBER OF PEOPLE	NUMBER AND TYPES OF VEHICLES
TYPES OF EQUIPMENT USED	
DESCRIBE PROPOSED ACTIVITY AT THIS LOCATION- Include special effects (i.e. Pyrotechnics, car crashes), driving shots, using public streets, etc. The conditions of your permit will be based on the types of photo/filming activity anticipated. Attach additional sheets if necessary.	

### PHOTOGRAPHY TYPE

- ☐ COMMERCIAL PHOTOGRAPHY (FOR PROFIT AND SALE PHOTOGRAPHY)  
☐ PERSONAL PHOTOGRAPHY (PHOTOGRAPHY FOR PERSONAL PURPOSES)

### VIDEO MEDIA TYPE

- ☐ FEATURE FILM   ☐ TV SERIES   ☐ COMMERCIAL   ☐ MUSIC VIDEO   ☐ NON-PROFIT  
☐ STUDENT FILM   ☐ DOCUMENTARY   OTHER \_\_\_\_\_

### AFFIDAVIT

The undersigned as agent and representative of the applicant hereby agrees to the conditions of approval for this permit and further agrees to obtain City approval for any change or deviation from the information provided herein. It is agreed and understood that failure to comply with the conditions of this permit shall cause the permit to be revoked and cancellation of activity.

The applicant shall indemnify and hold harmless the city and their officers, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature, including workers' compensation claims, of or by any person, in any way resulting from any act or omission of the applicant or such officers, agents or employees of the applicant.

SIGNATURE OF APPLICANT

DATE



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## SECTIONS BELOW TO BE COMPLETED BY THE CITY OF LAGUNA NIGUEL

Each of the following departments is requested to indicate terms and conditions that must be met before any permit is issued.

### POLICE SERVICES CONDITIONS

CONDITIONS
REVIEWED BY
NUMBER OF DEPUTIES REQUIRED
HOURLY RATE
TOTAL DUE FOR POLICE SERVICES
*4 HOURS MINIMUM PER DEPUTY

### FIRE AUTHORITY CONDITIONS

CONDITIONS
REVIEWED BY

### COMMUNITY DEVELOPMENT CONDITIONS

CONDITIONS
REVIEWED BY
ANY FILM RESTRICTIONS WITHIN THE DISTRICT?

### PARKS AND RECREATION CONDITIONS

CONDITIONS
REVIEWED BY
ANY FILMING ON CITY PARK OR FACILITIES PROPERTY?
(Location)
TOTAL SECURITY DEPOSIT DUE

### PUBLIC WORKS CONDITIONS

CONDITIONS
REVIEWED BY
ANY FILMING ON PUBLIC STREETS AND/OR SIDEWALKS?
(Location)
ENCROACHMENT PERMIT TOTAL DUE

### PARKS AND RECREATION DIRECTOR/DESIGNEE PERMIT APPROVAL

PRINT NAME	
SIGNATURE	DATE
FEES DUE	BALANCE DUE
RECEIPT #	DATE

### ISSUANCE

PERMIT #	EFFECTIVE DATE	THROUGH
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