



COUNTY OF HUDSON  
OFFICE OF CULTURAL & HERITAGE AFFAIRS/  
TOURISM DEVELOPMENT  
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THOMAS A. DeGISE  
COUNTY EXECUTIVE

GINA HULINGS  
DIRECTOR

*Hello there! So you are interested in filming on Hudson County property? Below, please read our fact sheet on filming on Hudson County property entitled "Film, Television & Print Location Requests on Hudson County Property." Please read it carefully.*

## FACT SHEET

### Film, Television & Print Location Requests on Hudson County Property

1. You **must** provide a letter of intent on company letterhead indicating: EXACT location; number of shooting days; number of prep days (if any); hours of use with approximate starting and ending times for both shoot days and prep days (if any); number of personnel on site; number of vehicles on site; set construction (if any); on site catering (if any); synopsis of scene(s) to be shoot; contact person for this project. A Google map showing the exact location you wish to use is very helpful;
2. You **must** provide a Certificate of Insurance (CoI). CoI requirements: Commercial General Liability: \$1,000,000 each occurrence; \$2,000,000 general aggregate; Certificate Holder: The County of Hudson, 567 Pavonia Avenue, Jersey City, New Jersey 07306. The following are to be named as additional insureds on the certificate: ***County of Hudson, the Board of Chosen Freeholders and its employees, representatives and agents.***

The Certificate of Insurance **must** also evidence statutory **Workers' Compensation coverage** for the benefit of your employees. Workers Compensation Insurance requirements: Limits no less than \$100,000 for each incident/accident; \$100,000 E.L. Disease (each employee) and \$500,000 E.L. Disease (policy limit).

3. You **must** sign a **Hold Harmless Agreement** protecting the *County of Hudson, the Hudson County Board of County Commissioners and its employees, representatives and agents* from all liability as a result of any injury sustained while working on County property.

4. The **base fee** for use of Hudson County property is **\$1,500** per shooting day, but that figure could be more or less depending on factors including the complexity of the production; the fee is to be negotiated by the parties; no fee for one (1) prep day; more than one will be charged same as a shooting day; check is to be made out to “Treasurer of the County of Hudson;” check is to be delivered to the address at the top of this document.
5. Off-duty Hudson County Sheriff’s Officers or other County personnel may be required to be on location during all activity. If personnel are required, the County of Hudson will be reimbursed by the leasing company for all personnel costs. **The minimum cost is \$70 per hour with a minimum of four (4) hours.** The determination on what personnel is required is made solely by the Hudson County Sheriff’s Office;
6. A County of Hudson Film Permit and Licensing Agreement must be signed by the County and company prior to any activity, prep or shoot day;
7. **Some filming requests may require a two week (10 business days) turnaround for County authorization.**

If you have any questions contact Joe Waks at (201) 459-2070 Ext. 6429 during business hours, Monday to Friday, 9:00 a.m. to 5:00 p.m. Thank you.