

## **MIAMI BEACH CODE OF CONDUCT**

**TO THE PUBLIC:** We are pleased to be filming in this location and appreciate your cooperation. If you find this production company is not adhering to the Code of Conduct, please call the producer, production manager or location manager for the production company. In the event you can not reach these individuals, please call the Miami Beach Film Office at 305/673-7070.

**TO OUR PRODUCTION COMPANIES:** You are guests and should treat this location, as well as the public, with courtesy. If we do not all work toward improving our relationship with the local communities which support our filming, we will see less cooperation from the communities in which we film. Please adhere to the following guidelines.

1. When filming in a neighborhood or business district, proper notification is to be provided to each merchant or neighbor who is directly affected by the company (this includes base camp, parking and meal areas). The filming notice should include:
  - Name of company
  - Name of production
  - Kind of production (e.g. feature film, TV show, music video)
  - Type of activity and duration (i.e. times, dates and number of days, including prep and strike)
  - Company contact (first assistant director, unit production manager, location manager)

The 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 shall not enter the area before the time 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. Every member of crew shall wear a production badge when issued.
4. Moving or towing of public's vehicles is prohibited without the express permission of the off-duty police on site with production or the Film Office.
5. Do not park production vehicles in, or block driveways without the express permission of the driveway owner or Film Office.
6. Cast and crew meals shall be confined to the area designated in the location agreement or permit. Individuals shall eat within their designated meal area, during scheduled crew meals. All trash must be disposed of upon completion of meal.
7. Removing, trimming and/or cutting of vegetation or trees is prohibited unless approved by the Film Office or property owner.
8. Remember to use the proper receptacles for disposal of all napkins, plates and coffee cups that you may use in the course of the working day.

9. All signs erected or removed for filming purposes will be removed or replaced upon completion of the use of that location unless otherwise stipulated by the location agreement or permit. Also remember to remove all signs posted to direct the company to the location.
10. Every member of the cast and crew shall keep noise levels as low as possible.
11. Do not wear clothing that lacks common sense and good taste. Shoes and shirt must be worn at all times, unless otherwise directed.
12. Crewmembers shall not display signs, posters or pictures on vehicles that do not reflect common sense or good taste (e.g. pin-up posters...).
13. Do not trespass onto other neighbor's or merchant's property. Remain within the boundaries of the property that has been permitted for filming.
14. The cast and crew shall not bring guests or pets to the location, unless expressly authorized in advance by the company.
15. All catering, crafts service, construction, strike and personal trash must be removed from location.
16. Observe designated smoking areas and always extinguish cigarette in butt cans.
17. Cast and crew will refrain from the use of lewd or improper language within earshot of the general public.
18. The company will comply at all times with the provisions of the filming permit.