



## Request to Use Unmanned Aircraft Systems in the City of Corona

### FILM PERMIT APPLICATION #

Date \_\_\_\_\_ Production Company \_\_\_\_\_  
Type of Production \_\_\_\_\_ Production Title \_\_\_\_\_  
Proposed Film Date(s) \_\_\_\_\_ Production Contact \_\_\_\_\_  
Contact's Cell# \_\_\_\_\_ Email Address \_\_\_\_\_  
Location Address \_\_\_\_\_ **Hours of UAS Activity**  
From \_\_\_\_\_ [ ] a.m. [ ] p.m. to \_\_\_\_\_ [ ] a.m.  
[ ] p.m.  
Location Address #2 \_\_\_\_\_ **Hours of UAS Activity**  
From \_\_\_\_\_ [ ] a.m. [ ] p.m. to \_\_\_\_\_ [ ] a.m.  
[ ] p.m.  
**UAS Company** \_\_\_\_\_ Primary Contact  
Address \_\_\_\_\_ Cell#  
Email Address \_\_\_\_\_

### UAS / AIRSPACE INFORMATION

Make/Model of Aircraft \_\_\_\_\_ Registration# \_\_\_\_\_  
Make/Model of Aircraft \_\_\_\_\_ Registration# \_\_\_\_\_  
Total Payload Weight (incl. UAS/camera/additional equipment) \_\_\_\_\_  
Class of Airspace UAS Activity Will Occur in:  B  C  D  E  G  
Restricted Areas or Temporary Flight Restrictions (TFR) Within Proposed Time/Area of Operation?  
 Yes  No

**REMINDER: if you are flying in Class B, C, D or E airspace, ATC authorization is required for all UAS activity.**

### UAS OPERATING AUTHORITY:

- 14 CFR Part 107  Title 49 ("Hobbyist" Rules) – For Students Only

### Part 107 Requirements

Name of Remote Pilot in Command \_\_\_\_\_  
Remote Pilot's Phone# \_\_\_\_\_ Remote Pilot's Certificate# \_\_\_\_\_  
If Remote Pilot will not be operating UAS, name of person operating UAS under the direct supervision of Remote Pilot \_\_\_\_\_  
Visual Observer:  Yes  No  
**Please provide the following:**  
 Copy of Remote Pilot Certificate  
 Copy of Part 47 or Part 48 Registration Certificate for each UAS listed above  
 Description of planned flight operations, including diagrams, charts and maps as applicable  
 Certificate of Insurance & Endorsement  Copy/screen shot of ATC approval to operate in restricted airspace

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## For Students Enrolled at an Accredited Educational Institution Operating Under "Hobbyist" Rules

Name of Operator _____	Operator's Phone# _____
Name of School _____	
<b>Please provide the following:</b>	
<input type="checkbox"/> Copy of UAS Registration	<input type="checkbox"/> Certification letter from school (on school stationery)
<input type="checkbox"/> Detailed description of proposed UAS activities	<input type="checkbox"/>
Name of community-based organization's safety guidelines	
<input type="checkbox"/> Certificate of Insurance & Endorsement	under which you will be operating
<b>WAIVERS: Please note that students may <u>not</u> apply for FAA waivers. For Part 107 Remote Pilots: if you are requesting any of the following activities, please check all that apply and furnish proof of waiver from the FAA upon submission of this document.</b>	

- |  |   |
|--|---|
| <input type="checkbox"/> Flight over non-participants (§107.39)    | <input type="checkbox"/> Night flight (§107.29)                 |
| <input type="checkbox"/> Operating from a moving vehicle (§107.25) | <input type="checkbox"/> Flight altitude restrictions (§107.51) |
| <input type="checkbox"/> Operating multiple small UAS' (§107.35)   |   |

<b>Remote Pilot in Command is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all Part 107 standards and requirements.</b>	
Signature of Remote Pilot in Command or Authorized Company Representative	
Print Name _____	Title _____

<b>Student enrolled at an accredited educational institution is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all community-based safety guidelines.</b>	
Signature of Student Operator	Print Name

### Best Practices for UAS Operations Over County Property

Although not specified in Part 107 Rules, the city suggests the following for optimum safety:

- \_\_\_\_\_ Use of a visual observer.
- \_\_\_\_\_ UAS operator should scout location site(s) of proposed drone activity in advance of filming.
- \_\_\_\_\_ Operator should be at least 21 years of age.
- \_\_\_\_\_ Operator should possess a Motion Picture & Television Operations Manual.
- \_\_\_\_\_ Operator should have previous film set experience.

### Insurance Requirements

The applicant shall submit Aviation Liability Insurance on an occurrence basis, including products and completed operations, property damage and bodily injury with limits no less than \$1 million

**Questions?** Contact the **Planning Division** at 951 736-2434



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per occurrence/\$2 million aggregate. If coverage is provided by a special endorsement on the General Liability policy, applicant must submit copy of the endorsement for review. These requirements are in addition to the City's general insurance requirements for a film permit.

**\*\*IMPORTANT\*\***

Please allow up to seven (7) business days for the Planning & Development Department to process requests for film permits that include the use of drones and be aware that the process will not begin until all required documentation has been submitted. A film permit application shall be submitted along with this form and all required documentation to the Planning & Development Department. Filming from the air must receive authorization from the City Manager. Film permit applications are subject to the approval of the city's Board of Zoning Adjustment.

Finally, note that meeting all qualifications required of a Remote Pilot does not guarantee that permission to fly a small UAS in the City of Corona or over city-owned properties will be granted. The Planning & Development Department reviews applications on a case-by-case basis and consent or deny requests based on location conditions and specific agency guidelines.

**Please scan and submit this completed form, along with all accompanying documentation to the attention of [Lupita Garcia at: Lupita.Garcia@CoronaCa.gov](mailto:Lupita.Garcia@CoronaCa.gov)**

PDD STAFF USE ONLY			
PART 107		Students	
<input type="checkbox"/> Insurance & Endorsement	<input type="checkbox"/> Copy to Building	<input type="checkbox"/> Insurance & Endorsement	<input type="checkbox"/> Copy to Building
<input type="checkbox"/> Remote Pilot Certificate	<input type="checkbox"/> Copy to Fire	<input type="checkbox"/> UAS Registration	<input type="checkbox"/> Copy to Fire
<input type="checkbox"/> Registration for each UAS	<input type="checkbox"/> Copy to Police	<input type="checkbox"/> Description of UAS activities	<input type="checkbox"/> Copy to Police
<input type="checkbox"/> Description of Flight Operations	<input type="checkbox"/> Copy to Public Works	<input type="checkbox"/> Certification letter from school	<input type="checkbox"/> Copy to Public Works
<input type="checkbox"/> ATC Approval		<input type="checkbox"/> Name of organization's safety guidelines	

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