

**APPLICATION FORM****FILMING PERMIT**  
FILM, TV, COMMERCIAL, PHOTO**TO VERONA FILM OFFICE**  
**veronafilmoffice@comune.verona.it**

Person responsible,

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Birth Date \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_

Current Address \_\_\_\_\_

City \_\_\_\_\_ State and Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

position \_\_\_\_\_

Company \_\_\_\_\_

V.A.T. Number \_\_\_\_\_

Current Address \_\_\_\_\_

City \_\_\_\_\_ State and Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**REQUIRES**

The permit to shoot in Verona as here specified:

1. FILMING DATES from \_\_\_\_\_ to \_\_\_\_\_ # of days \_\_\_\_\_  
# of nights \_\_\_\_\_

2. LOCATION \_\_\_\_\_

where \_\_\_\_\_ when \_\_\_\_\_

where \_\_\_\_\_ when \_\_\_\_\_

where \_\_\_\_\_ when \_\_\_\_\_

where \_\_\_\_\_ when \_\_\_\_\_

where \_\_\_\_\_ when \_\_\_\_\_

where \_\_\_\_\_ when \_\_\_\_\_

**Comune di Verona – Direzione Cultura Turismo e Spettacolo****Verona Film Office**

Piazza Bra, 1 - 37121 Verona

Tel. 045 807 7738

[www.comune.verona.it](http://www.comune.verona.it)e-mail [veronafilmoffice@comune.verona.it](mailto:veronafilmoffice@comune.verona.it)

C.F. e P.IVA: 00215150236

Codice Univoco Ufficio **PP764F**casella pec: [area.cultura@pec.comune.verona.it](mailto:area.cultura@pec.comune.verona.it)

### 3. PRODUCTION TYPE:

☐ feature ☐ short ☐ TV series ☐ TV film ☐ student ☐ documentary ☐ commercial ☐ still shoot ☐

commercial stills

☐ others \_\_\_\_\_

PRODUCTION TITLE \_\_\_\_\_

DIRECTOR \_\_\_\_\_

PRODUCTION COMPANY \_\_\_\_\_

PRODUCT (if commercial) \_\_\_\_\_

CREW # total \_\_\_\_\_ technicians \_\_\_\_\_ actors \_\_\_\_\_ extras \_\_\_\_\_ models \_\_\_\_\_

EQUIPMENT DESCRIPTION \_\_\_\_\_

SPECIAL EFFECTS ☐ no ☐ yes : description \_\_\_\_\_

SCENERY ☐ no ☐ yes : description \_\_\_\_\_

### 4. ☐ public land occupation permit:

where **(including photos of the area)**

Area (SQM) \_\_\_\_\_

5. ☐ road closure ☐ temporary traffic control (fee-paying)

6. ☐ access Z.T.L. ( limited traffic area) permit

7. ☐ others \_\_\_\_\_

### UNDERTAKES

- To relieve the administration of responsibility of any damage to person or property which may occur during the shooting;
- to mention in the credits the collaboration with Comune di Verona – Verona Film Office;
- to deliver a copy of the product to Comune di Verona – Verona Film Office in order to storage in municipal archives.

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## DECLARES

- that shots won't cause hindrance to the normal road traffic or pedestrian vehicular and won't create inconvenience to shops on location and not violate municipal regulations (detected violations, the municipal police will block the shooting and might apply penalties)

## ENCLOSES

- description of project;
- insurance proof;
- map of areas in which you request occupation of public land permit;
- file description with technical equipment and scenery;
- copy of identity card;
- **shooting with a drone: responsibility declaration (bottom attachment)**

Contact for urgent communications from this office

First Name / Last Name \_\_\_\_\_ Phone \_\_\_\_\_

Date

Signature

Information on the processing of personal data (Art. 13 GDPR)

The Municipality of Verona, in its capacity as data controller (with registered office in Piazza Bra n.1, IT - 37121 Verona; Email: [protocollo.informatico@comune.verona.it](mailto:protocollo.informatico@comune.verona.it); PEC: [protocollo.informatico@pec.comune.verona.it](mailto:protocollo.informatico@pec.comune.verona.it); Switchboard: +39 045/8077111), will process the personal data provided in this form, mainly using IT and telematic means, for the purposes set out in Regulation (EU) 2016/679 (GDPR), in particular for the performance of its tasks in the public interest, including archiving, historical research, and analysis for statistical purposes. The provision of data is mandatory and failure to provide it will prevent the procedure from being completed. The data will be processed for the entire duration of the procedure and, after the procedure has been completed, the data will be stored in accordance with the rules on the storage of administrative documentation. The data will be processed exclusively by the staff and collaborators of the Municipality of Verona or by persons expressly appointed as data processors. Outside of these circumstances, the data will not be disclosed to third parties or disseminated, except in cases specifically provided for by national or European Union law. Data subjects have the right to request access to their personal data from the data controller and to have it corrected or deleted, or to restrict its processing, or to object to its processing (Articles 15 et seq. of the GDPR). The specific request must be submitted by contacting the Data Protection Officer, Piazza Bra, 1 – 37121 Verona, email [rp@comune.verona.it](mailto:rp@comune.verona.it); certified email [rp@pec.comune.verona.it](mailto:rp@pec.comune.verona.it). Data subjects also have the right, where applicable, to lodge a complaint with the Italian Data Protection Authority (with headquarters in Piazza di Monte Citorio n. 121, IT – 00186 Rome) as the national supervisory authority in accordance with the procedures laid down (Article 57, paragraph 1, letter f) of the GDPR).

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**To Municipality of Verona**  
**Verona Film Office**

Person responsible, \_\_\_\_\_ - Pilot/operator of flight operations – Birth Date \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_

State and Zip \_\_\_\_\_ Phone \_\_\_\_\_

in possession of ENAC Licence \_\_\_\_\_ issued on \_\_\_\_\_ in relation  
to the request to filming with a drone in Verona on the date \_\_\_\_\_ in the following  
locations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Square meters \_\_\_\_\_ as an area of public land to be reserved for overflying operations with model  
drone(s) \_\_\_\_\_ Weight \_\_\_\_\_

Number plate \_\_\_\_\_ Insurance policy No. \_\_\_\_\_

issued by \_\_\_\_\_ Expiry date \_\_\_\_\_

**DECLARES**

- to be aware of the regulations on privacy in relation to the use of the drone and the general requirements imposed by ENAC on the basis of the provisions in force, including those relating to the protection of cultural heritage;
- to be aware that the Municipality of Verona issues authorization for the recording of images and their use for the purposes indicated and not authorization for the flight of the drone;
- that it is their responsibility to obtain any authorisation necessary to carry out flight operations;
- that they hold a third-party liability and accident insurance policy;
- to release the grantor from any liability for damage to property or persons;
- that you are aware, pursuant to Presidential Decree No. 445 of December 28, 2000, that the information provided in the following form is true, that you are aware of the criminal liability for making false, untrue, or inaccurate statements, and that the information provided in this statement is subject to verification.

In order for this Office to issue the "Nulla Osta" for shooting with a drone, the following documents must be attached in advance:

- **Photocopy of the APR Pilot Certificate;**
- **Copy of Identity Card;**
- **Map of the overflight area with take-off and landing points.**

Date \_\_\_\_\_

Signature

\_\_\_\_\_

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