



RESORT & MARINA

Montauk Yacht Club Resort & Marina Location Guidelines

Montauk Yacht Club Resort & Marina considers requests to shoot a catalogue, editorial stills, film a movie, television show or commercial, or to use the resort as a location for a magazine ad. Please review the Location Filming Guidelines to understand Montauk Yacht Club's fees and procedures for these types of projects.

1. Permission. Montauk Yacht Club Resort & Marina is a private resort. Our guests are entitled to experience the entire resort with a minimum of distraction or disturbance. Permission to film or photograph at the resort is granted subject to certain conditions. The project must be consistent with the resort mission and image, may not hinder operations, and must not detract from the guest's experience. Permission can be obtained only from the resort's General Manager and public relations department.

Please note that a prerequisite for all projects is completion and execution by an authorized representative of the production company of the resorts Location Filming Agreement, of which these Guidelines are an integral part. Please also note that the resort reserves the absolute right to grant or deny permission to shoot and to determine the terms under which shooting will be permitted.

2. Location Fees. Location fees are set by the resort depending upon a variety of factors, such as the nature and purpose of the project, its intended market, its potential promotional value to the resort, the potential disruption to the resort, the extent to which the resort is required to support the project, and the extent to which the rights to the final product are shared with the resort. Additional fees may also apply if resort staff are required, including: \$100.00 per hour for staff in trade positions (electricians, facilities staff, boat captains, etc)

Payment of all agreed fees must be made prior to shooting. Additional costs incurred during the project will be billed and must be paid at the end of the project. Any billing requirements must be discussed and approved prior to commencing filming on-site.



3. Advance Notice. At least four weeks' advance notice is requested whenever possible. While the resort will make every effort to accommodate last minute requests to shoot, requests with less than 72-hour notice cannot be accommodated under any circumstances.

4. Scheduling. Commercial filming is generally permitted only when the resort is not sold out. No filming is allowed when the resort is sold out.

5. Impact on the Resort. If at any time the production company's activities threaten to disrupt the resort's operations or the experiences of its visitors or pose a safety hazard to the visitors, the resort reserves the right to require the company to reschedule its activities.

6. Site Tours. A site tour and review of on-site requirements must be scheduled between public relations staff and members of the crew a minimum of five days in advance of the shoot. At this time, all shooting locations, building access and parking needs must be addressed and agreed upon. In certain cases, an on-site tour may not be required, and the production company's requirements may be reviewed by telephone.

Filming will generally be limited to the public areas of the resort. Any behind-the-scenes shooting must be agreed upon during the site tour or prior to the shoot date. The size of crew, number of talent and amount of equipment must be agreed upon at the site tour or prior to the shoot date.

7. Lighting and Electrical Needs. Power supplies are limited in certain areas of the resort. Power needs must be directed to the resort's operations staff in advance of the shoot. This may be addressed at the time of the site tour.

8. Set Construction. Set construction is NOT allowed on property. Off property construction is allowed and may be brought to the resort if approved ahead of time. Nothing may be permanently attached to walls or other structures. No tape may be applied to walls. Any materials brought to the resort must be removed by members of the crew.

9. Damages. The production company is fully responsible for all damages occurring at the resort during its use and for paying for all repairs deemed necessary by the resort.



10. Insurance. The production company must carry workers' compensation insurance and a general liability policy with limits of at least \$1 million. Depending upon the circumstances, the production company may be required to obtain additional coverage, to name the resort as an additional insured, and to furnish a certificate of insurance to the resort.

11. Appearance Releases. The resort shall provide appearance releases for any resort staff or volunteers interviewed by the production company. The production company shall obtain appearance releases for resort guests whenever necessary.

12. Ownership. Except as otherwise agreed, all film and photographs shot by the production company shall belong to it. The company shall provide a copy of the final product to the resort for archival purposes.

13. Credit. The production company will acknowledge the resort in its production, publication, web site, or other promotional materials only when requested by the resort. The resort makes no endorsement of the production company, its production, or any product featured therein.

14. Noise. All maintenance, major construction, repair and custodial work occurs off property. If sound is being recorded, we will make every effort to minimize noise but please be aware we cannot guarantee a quiet environment.

15. Catering. The resort offers full catering services. On-site meals must be furnished by the resort at an added cost. For more information regarding catering please call 631-668-3100.

-Thank You-

Contact: Rebecca Kollaras
Kollaras Communications
305-754-5949
Rebecca@Kollaras.com