## **Columbus Airport Commercial Filming & Photography**

Columbus Airport provides access for all filming, photography and related production activities. Columbus Airport is dedicated to guiding filmmakers through the process of filming or photographing at the hometown airport. Due to the unique nature of the Airport environment, CSG has established mandatory policies and procedures to accommodate film, photography, video, production and preproduction activities while ensuring the safety of Airport operations.

Getting started is simple! All commercial film, photography and video requests should be directed to CSG's Marketing and Communications department. Contact Sonya Overton, Director of Marketing & Air Service Development at (706) 324-2449 ext. 1422 or via email at <a href="mailto:soverton@flycolumbusga.com">soverton@flycolumbusga.com</a> to schedule a scout visit, discuss a potential project, or obtain a Film and Photography Request Form. To schedule a scout visit, applicants must complete a new customer billing form and be in full compliance with the City of Columbus's Insurance and Bonding Requirements.

The Columbus Airport Commission requests a minimum of 14 business days to process each request. However, larger and more complex requests may take up to 45 business days to complete the entire process. Projects may require technical scouts and planning meetings to determine the feasibility of each production request. Columbus Airport does charge applicable production rates depending on the size and scope of the project.

Columbus Airport reserves the right to decline filming and photography requests that are not aligned with the Airport's mission, vision and values. All projects must operate in accordance with the facility's Policies and Procedures and Insurance and Bonding Requirements.

Commercial Film and Photography projects are governed by the **Department of Aviation's Guidelines** .

## **Production Rates**

Below are the Airport's rates for photography and filming, location and procedure schedule required for all promotional or commercial photo and video sessions. Also, same-day event changes and other restrictions may occur due to irregular operations events (e.g., inclement weather). The Department of Aviation will not be held liable for any unforeseen changes in Airport operations that may halt production.

Application Processing Schedule	14 business days minimum* *Additional time may be needed depending upon the size, location and scope of the project.	
Application Processing Fee	None	
Rush Application Processing Fee for requests submitted 48 hours or less before the start of the shoot	\$100 (non-refundable; must be submitted with application)	
Scouting Trips	\$50/hour will be applied to invoice if selected	
CSG Personnel Fee	\$50/hour per person	

Pre-Shoot Meetings, Tech Scouts	\$150/hour		
Filming or Photography inside of the Airport, Rental car Center, Airfield Operations Area and Hangars	\$500/hour		
Filming or Photography at curbside, parking lots and roadways	\$350/hour		
Cancellation Fee	\$500 (without the required 24-hour notice)		
Overnight storage of equipment for upcoming filming	\$500 flat rate per location / daily		
Parking in Long Term Lot (up to 15 spaces)	\$250 flat rate / daily		
Student Rates with valid Student ID: Application Processing Fee	Non	e	
Student Rush Application Processing Fee for requests submitted 48 hours or less before the start of the shoot		\$50 (non-refundable; must be submitted with application)	
		0 flat rate (up to five hours) 0 flat rate (six hours or more)	
Engagement, Wedding and Family portraits, Non-profit Organization None Rates must show 501-C status: Application Processing Fee			
Engagement, Wedding and Family portraits, Non-profit Organization Rush Application Processing Fee for requests submitted 48 or less hours before the start of the shoot		\$100 (non-refundable; must be submitted with application)	
Engagement, Wedding and Family portraits, Non-profit Organization Rates must show 501-C Status: Filming or Photography		\$400 flat rate (up to eight hours) \$750 flat rate (eight hours or more)	

The expense for each Columbus Airport employee whose assistance is required is \$50 per hour with a four-hour minimum. Separate charges will apply for certain groups, including (but not limited to) Airport personnel, airline partners, Airport tenants, Columbus Fire Rescue, parking, contractors, electricians, etc.

Additional fees may apply according to the complexity of the project. The published rates are not meant to be an exhaustive list of the total cost to film at the facility.

For administrative reasons, technical scouts and planning meetings are typically conducted Tuesday through Thursday during normal business hours. Final technical scouts must be conducted at least one (1) week prior to filming date.