



PHOTOGRAPHY OR FILMING ON PORT PROPERTY APPLICATION

We are happy to work with tenants, customers, businesses associated with the Port of Everett, public agencies and not-for-profit organizations to accommodate business- and education-related requests to photograph or film on Port property. However, consideration of any such requests will take into account the availability of qualified escort personnel, existing maritime constraints, and the Port's commitment to honor the confidentiality requirements of our tenants and customers. Our marine terminals have strict federal security requirements and most ongoing business operations cannot be interrupted.

To request permission to photograph or film on Port property for business or education purposes, please complete the Photography or Filming on Port Property application. Required information includes:

1. Company Name:

2. Requestor's name and address:

3. Point of contact information:

4. Requestor's relationship to the Port of Everett:

5. Purpose of the photographs or video:

6. A detailed description of the photographs to be taken or specific scenes to be filmed:

7. Specific dates and times when photographing or filming will occur:

8. The number of photographers or video crew and type of equipment that will be used:

9. Proposed location for photography or filming:

10. List of vehicle(s) with corresponding license plate numbers being brought into the Port:

11. Description of any security problems anticipated, including the possible need for crowd control:

12. Copies of contacts or documentation of agreements made with Port tenants

13. Information on whether or not photographers or video crew members have Transportation Workers Identification Credentials (TWIC)

14. Proof of adequate liability insurance

Additional photography and filming guidelines:

- Number of cast and crew may be limited.
- Amount and size of production gear may be limited.
- Electrical access may not be available or may only handle lower power lighting, etc.
- Cables, signage or any equipment that may block or impede normal facility business may not be allowed.
- Large crowds cannot be accommodated.
- The Port of Everett reserves the right to deny use of any photographs or video footage that might prove to be harmful or defamatory to the Port, its facilities or its customers.
- In-water activity requires a permit from the U.S. Coast Guard.

Completed applications should be submitted to the Port of Everett via fax at (425) 252-7366 or email at lisam@portofeverett.com. Permission will be granted to applicants after the Port determines, in its sole discretion, that the proposed activity is in accordance with federal, state and local laws and will not interfere with ongoing business operations.

For additional information or site-specific questions, contact the Port of Everett's Public Affairs Administrator, Lisa Lefeber at lisam@portofeverett.com or by phone at 425.259.3164.