

UNIVERSITY OF INDIANAPOLIS

Request to Film on University Property

Non-media related requests to film on University of Indianapolis property should be made in writing at least five business days in advance.

Name _____

Title _____

Email _____

Phone Number _____

Company Name _____

Company Address _____

Production Title _____

Dates(s) Requested _____

Production Type

Documentary Feature Film Public Broadcasting Media/News

Commercial Video/Photos Still Photography Other: _____

Summary of your request to film on our University property

Production Needs

Requested location to film _____
Note: Filming/photography at locations such as all residence halls are prohibited.

Hours of use _____ Number of cast/crew _____

Number and type of equipment /vehicles _____

Other needs _____

Please email your proof of adequate insurance coverage/indeemnity and this form to [Cyndi Carrasco \(carrascoc@cindyc.edu\)](mailto:Cyndi.Carrasco@cindyc.edu), General Counsel.