**To,**

**City Hall of Bucharest (PMB)**

**Culture, Education,** **Tourism Department**

**Culture Service**

Tel. 021.305.55.00 or 021.305.55.55 int. 2052, e-mail: cultura@pmb.ro

**REQUEST**

**on** **professional recording /**  **shooting**

**on the public domain of Bucharest**

Name: ...................................................................... [[1]](#footnote-1) Address: city ................................................ street.................................................... No. ....... Block.......... St........ district/county........................... tel. /fax....................................... Trade Registry Registration no. …………......................................... FIC………………………..[[2]](#footnote-2), Bank……….............................................. Branch.................................... bank account….............................................................. represented by ……….……......................... as sole shareholder / associate / administrator / placeholder.............................................., identified by IC / Passport Series ...... no. ........................, FIC.................................. ,  in accordance with the provisions of annex no. 2A , point 1, paragraph ( 2 ) at HCGMB no. 244/2019 *regarding the local levels and taxes in* *Bucharest, starting with 2020* *,* **I request the** **AGREEMENT** **for temporary use** **of public** **places** **in Bucharest** **for professional recording / shooting**.

**Professional recording / shooting features**:

* Activity Name: ........................................................................ (E.g. film, advertising, film, etc.)
* Period: ..............…..................................... hours : ...............................................................

(*with the* *obligation to comply with the provisions* *art.* *2 point 25) and 26) of Law* *no* *.61/1991*);

* Location / locations: ...............................................................................................................
* Estimated no. of participants: ................................................................................................
* Recording / shootingscenery: ...............................................................................................

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* Technical details of the activity: ......................... ................................................................... (E.g., affect road/pedestrian traffic, etc.)

For recording / shooting requests that imply disruption of traffic in Bucharest, prompt documentation filing is needed, considering that these requests will be submitted to the analysis of the Technical Commission for Traffic - PMB, whose sessions are weekly scheduled at PMB headquarters.

**Attached file**  *(check the* *documentation* *submitted):*

* **preliminary endorsement from**  **Bucharest Lakes, Parks and Leisure Administration** (for requests for recording / shootingareas managed by it) / **Local Police** **of the Historic Centre** (for recording / shootingrequests in the Historic Centre of Bucharest) / **Administration of** **Cemeteries and Crematories** (for recording / shootingrequests in the spaces administered by it) / **other authorities,** as appropriate;
* other necessary permissions and approvals, as appropriate;
* request to the National Centre of Cinematography for granting free of charge for the public domain occupation fee for recording / shooting, respecting the provisions of art. 59   par. (2) of GO no. 39/14.07.2005   *on cinematography*, as subsequently amended and supplemented, if applicable;
* justification of the character of documentary film or student film , if any ;
* copy of the student's book, for the current year, if applicable.

**We compel the following**  *(tick*)***:***

* **The activities** **(recording, photo sessions)** **will not be** **obscene, offensive or vulgar, threatening or likely to cause indignation to citizens or damage their or public institutions dignity and honour.** **The organizer** **will be directly responsible for the content of these activities.**
* **The activities** **(recording, photo sessions)** **will follow the provisions of OUG no.** **31/2002** ***on the prohibition of fascist, legionary, racist or xenophobic organizations, symbols and acts and promoting the cult of persons guilty of committing genocide crimes against humanity and war crimes*, as subsequently amended and supplemented.**

Position...........................................................................................................

Name and surname, clearly............................................................................

Signature.......................................................................................... ..............

Stamp, as the case

Phone............................................................................................................

Postal address...............................................................................................

E-mail: ...........................................................................................................

**Important:**

1. all fields must be filled in;
2. if there are unfilled boxes or incomplete documentation, the request will be returned to the applicant;
3. **the 5 day deadline**, established by Annex no. 2a, art. 1.1, (paragraph 2 ) of HCGMB no. 244/2019, for issuing the agreement  for recording request flows from the time the petitioner's submitted all required documents, as needed by the case;
4. it will be taken into account that local fees will be charged for the occupying the public domain for professional recording / shooting, according to HCGMB no. 244/2019 *regarding the establishment of local levels and taxes in Bucharest, starting with 2020* (for details please contact the Revenue Department - PMB) ;
5. requests for reservation of parking spaces will be submitted directly to the Street Administration after receiving the shooting Agreement;
6. the recording / shooting agreement will be personally  picked up from Bucharest City Hall Registration Office in 47 Regina Elisabeta Blvd, District 5, Bucharest (for charged activities) or from the Culture, Education, Tourism Department in 47 Regina Elisabeta Blvd, District 5, Bucharest, 2nd floor, room 248 (for non-charged activities);
7. the request for renunciation shall be submitted directly to the Revenue Department - PMB no later than the date of commencement of the activity. Otherwise, the charged amounts already paid will not be refunded.

**Contacts:**

**- Bucharest Lakes Parks and Leisure Administration (ALPAB)**

Postal address: 8B Bucharest-Ploiesti Road, District 1, Bucharest

E-mail: office@alpab.ro , tel. 021 224 58 60

**-** **Street Administration**

Postal address**:** 1st Domnița Ancuţa Str., District 1, Bucharest,

E-mail: office@aspmb.ro , tel. 021 252 7789

**- Administration of Cemeteries and Crematories** **(ACCU)**

Postal address: Şerban Vodă Road, no. 249, District 4, Bucharest

E-mail: contact @ accu.ro , tel. 021 634 4743

**-**  **Local Police and Control General Department - Safety and Public Order Department**

Postal address: 18 Libertăţii Blvd, Bl. 104, District 5, Bucharest

E-mail: office@plmb.ro , tel. 021/5391400, 021/5391402

**-** **Revenue Department - PMB**

tel: 021.305.55.00/55 int. 5099

1. name and surname / denomination of the natural or legal person  [↑](#footnote-ref-1)
2. Fill in the fiscal identification code (personal identification number, fiscal identification number, fiscal registration code or unique registration code, as the case may be). [↑](#footnote-ref-2)