

## **Film & Photography on 16<sup>th</sup> St & Wynkoop Plaza at Denver Union Station FAQ**

### **What is the first step to planning a photography/film production on Denver public property?**

The first step to planning a photography/film production on Denver public property is start with Denver's [Office of Special Events](#). They will have you complete an [online application](#), you will need to create an account to get started. Once received you will be assigned a Special Event Liaison who will forward the permit request and proof of insurance to the appropriate City agencies, which review the request, provide approvals and issue you the permit.

### **What areas of Downtown Denver does the Downtown Denver Partnership and the Downtown Denver Business Improvement District (DDBID) permit for photography/film productions?**

The Downtown Denver Partnership issues permits for photography/film productions taking place on the 16<sup>th</sup> Street Mall and Wynkoop Plaza at Denver Union Station.

### **Is a photography/film permit required to film on the 16<sup>th</sup> Street Mall and Wynkoop Plaza at Denver Union Station?**

If simply taking a snapshot for personal use or not for profit sales, no permission is required from the Partnership/DDBID. If the photography/film production is for commercial use, but will not disturb the normal activity of the Mall or Plaza, you will be issued a photography/film permit. If the photography/filming activity involves large equipment or more than 5 people, a special event permit will be required.

### **What are the requirements for a photography/film permit on the 16<sup>th</sup> Street Mall and Wynkoop Plaza at Denver Union Station?**

To shoot/film for commercial use on the 16<sup>th</sup> Street Mall and Wynkoop Plaza at Denver Union Station you must complete the [Filming/Photography Request Form](#) and submit with a certificate of liability insurance least five business days in advance of the desired date and time you plan to film/photograph. We will email you confirmation for permission to photograph/film once we have received your completed form and certificate of insurance.

### **What are the insurance requirements to shoot/film on the 16<sup>th</sup> Street Mall?**

Any contractor performing work on behalf of Tenant must provide a current, industry standard insurance certificate containing the following language:

#### *Additional Insured:*

Downtown Denver Business Improvement District; Downtown Denver Partnership, Inc.; City and County of Denver and all owned, managed, controlled, non-controlled and subsidiary companies, corporations, entities, joint ventures, LLC's and partnerships and all of their constituent partners and members.

#### *Certificate Holders:*

Downtown Denver Business Improvement District  
1515 Arapahoe Street

Tower 2, Suite 400

Denver, CO 80202

**What are the insurance requirements to shoot/film on Wynkoop Plaza at Denver Union Station?**

Any contractor performing work on behalf of Tenant must provide a current, industry standard insurance certificate containing the following language:

*Additional Insured:*

Downtown Denver Business Improvement District; Downtown Denver Partnership, Inc.; RTD; City and County of Denver and all owned, managed, controlled, non-controlled and subsidiary companies, corporations, entities, joint ventures, LLC's and partnerships and all of their constituent partners and members.

*Certificate Holders:*

Wynkoop Plaza Events, LLC

1515 Arapahoe Street

Tower 2, Suite 400

Denver, CO 80202

**AND**

Regional Transportation District

ATTN: Manager Peal Property

1560 Broadway, Suite 650

Denver, CO 80202.

**What is the cost for a photography/film permit for the 16<sup>th</sup> Street Mall and Wynkoop Plaza at Denver Union Station?**

The Partnership/DDBID do not charge for photography and filming on the 16th Street Mall and Wynkoop Plaza at Denver Union Station. If the filming activity requires a special event permit, fees will apply.

**Can I fly a drone on the 16<sup>th</sup> Street Mall or Wynkoop Plaza at Denver Union Station?**

Drones are prohibited in Downtown Denver.

**What are the hours for shooting or filming?**

Due to city Noise Ordinance regulations, film/photography activities must take place between the hours of 9 a.m. and 9 p.m.

**Are there any restrictions on where filming/photography activities can take place on the 16<sup>th</sup> Street Mall or Wynkoop Place at Denver Union Station?**

At this time there are no restrictions on the mall. Filming/photography activities at Wynkoop Place at Denver Union Station must take place within the event space boundaries. If you want to film outside of the boundaries of Wynkoop Plaza, you will need to work with either RTD, Larimer Associates, or the City.

The Partnership/DDBID may restrict areas as needed to protect the privacy and comfort of visitors and guests at any time.

**What if the photography/film production involves closing sidewalks or streets?**

If the photography/film production involves closing sidewalks or streets, you will need to work with Denver's [Right of Way Services](#).

**Does the photography/film permit for the 16<sup>th</sup> Street Mall and Wynkoop Plaza at Denver Union Station include parking?**

The Partnership/DDBID will not provide parking. Meter parking or parking lots are suggested. When Street Occupancy Permits are required, it shall be the responsibility of the Production Company to obtain a Street Occupancy Permit from the Denver right of Way Section (720-865-2795), and to abide by regulations of that permit.

**What if the photography/filming activity involves the general public?**

If filming/photography will or may capture the general public (anyone not directly involved in the shoot), appropriate notices must be displayed in all areas where filming will take place. If notices are not displayed, all faces and likenesses must be blurred by the photographer/videographer. Children under the age of 18 cannot be filmed without the written permission of their parent or legal guardian.

**What are the on-premise requirements?**

All photographers/videographers are required to carry proof of identification. A business card or document stating the purpose of the shoot is encouraged. If request is approved, please have a copy of the signed agreement along with a copy of certificate of insurance available. RTD/DDBID security is not required to or responsible for looking up your agreement.