

Filming Request Form

It is important to understand, funeral homes and cemeteries are sacred spaces where visitors come to grieve and honor their loved ones. Respectful and dignified behavior must be shown in these spaces so as not to disturb or offend any other visitors. It is with this in mind that not all requests to film are granted.

Prior to filming at a property owned by an affiliate of Service Corporation International (SCI), the following form must be completed and submitted to press.room@sci-us.com at least **14 business days prior** to the anticipated filming date.

A copy of our insurance requirements is at the end of this document. Anyone requesting to film at a property owned by an affiliate of SCI must provide proof of insurance meeting or exceeding these requirements and sign a standard filming agreement. In some cases, a script must also be submitted for review.

Please check the appropriate box:

- Production company is working with a family served by an SCI affiliate firm
- Production company is *not* working with a family served by an SCI affiliate firm

Please answer the following questions:

Your Name and Title:	
Your Phone Number and Email Address:	
Name of Project:	
Name of Production Company:	
Anticipated Date(s) and Time(s) of Filming:	
Location Requesting to Film: <i>please be specific</i>	

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How/where will filmed segment be shown: <i>i.e. TV series on XYZ network; feature film, etc.</i>	
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Brief Synopsis of What Will Be Filmed and Why: <i>please be specific</i>	
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Nature of Film Project: <i>please be specific</i>	
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Special Requests:	
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Additional Information: <i>Number of cast and crew onsite</i>	
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Your filming request will be considered during business hours 8 a.m. – 5 p.m. Central time, Monday – Friday.

See next page for insurance requirements.

Insurance Guidelines for Filming

The following must be obtained before any filming can be conducted on any SCI or its affiliated companies' premises:

- The location and its "Parent" company should be named as an "Additional Insured" on all coverages as outlined above, except for Workers' Compensation
- A "Waiver of Subrogation" shall be provided in favor of the location and its "Parent" company.
- Thirty (30) days notice of cancellation or non-renewal is to be provided to the certificate holder.
- All insurance coverage must be from insurance companies with an A.M. Best Guide rating of "A" or better.

<u>Workers' Compensation</u>	Statutory Limits
Employer's Liability	
Bodily Injury by Accident	\$1,000,000. Each Accident
Bodily Injury by Disease	\$1,000,000. Each Employee
Bodily Injury by Disease	\$1,000,000. Policy Limit
<u>Automobile Liability</u>	\$1,000,000. Per Occurrence Combined Single Limit

Coverage to include:

1. Owned, Hired and Non-Owned Liability
2. Primary Insurance Endorsement including the following wording:

"It is hereby noted and agreed that this policy shall be considered primary to any similar insurance held by third parties in respect of work performed or services provided by you (Insured), under written contract or as evidenced by a certificate of insurance with said third parties"

<u>General Liability</u>	\$1,000,000. Per Occurrence
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Coverage to include:

1. Broad Form General Liability Endorsement
2. Broad Form Contractual Liability Endorsement
3. Products/Completed Operations coverage
4. Primary Insurance Endorsement including the following wording:

"It is hereby noted and agreed that this policy shall be considered primary to any similar insurance held by third parties in respect of work performed or services provided by you (Insured), under written contract or as evidenced by a certificate of insurance with said third parties"

<u>Media Liability</u>	\$1,000,000. Per Occurrence
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<u>Excess/Umbrella</u>	\$1,000,000. Per Occurrence
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Excess/Umbrella Liability should follow the coverage form of the scheduled underlying.