



FILMING LOCATION REQUEST FORM

Thank you for your interest in Kennedy Space Center Visitor Complex. Please carefully review and sign our filming and photography Terms and Conditions before completing the Filming Location Request Form.

Support:

A Kennedy Space Center Visitor Complex communications department representative must escort film crews at all times.

Please allow three weeks notice for filming and photography requests. Any requests submitted with less than three weeks notice may not be accommodated. No filming will be accommodated with less than 24 hours notice.

Filming on weekends, holidays and event days will not be accommodated due to increased guest attendance.

Due to the volume of filming requests received, pilot shows, spec projects and student filming requests cannot be accommodated.

Fees:

When applicable, filming or photography fees will be determined upon a case-by-case basis considering numerous factors including, but not limited to, availability, duration, location(s) and staffing requirements.

Security:

Filming and photography of Kennedy Space Center Visitor Complex and NASA security is not permitted. This includes magnetometers as well as security check points.

Kennedy Space Center Visitor Complex reserves the right to cancel any shoot at any time if it is not in the best interest of NASA, artifacts, staff or guests.

Approval:

All filming and photography requests must be approved by the Kennedy Space Center Visitor Complex communications department and NASA. Please allow up to 10 days before your request is evaluated and approved or denied.

If requested, Kennedy Space Center Visitor Complex reserves the right to review the final production before it is released.

NASA Logo:

The NASA insignia logo (the blue "meatball" insignia), the retired NASA logotype (the red "worm" logo) and the NASA seal may not be used for any purpose without explicit permission.

This includes but is not limited to:

- Clothing
- Signage
- Accessories

For more information on usage of the NASA logo, please visit:
<https://www.nasa.gov/multimedia/guidelines/index.html>

NASA Content Used for Commercial Purposes:

For more information on using NASA content for commercial purposes, please read [NASA Advertising Guidelines](#).

Exhibits:

Filming and photography in Kennedy Space Center Visitor Complex theaters and attraction pre-shows and during tours is not permitted.

Tributes:

Tributes such as Forever Remembered and Ad Astra Per Aspera "Apollo 1" are not permitted to be filmed without prior approval.

Additional approval is required film the Space Mirror Memorial as it is independently operated by The Astronauts Memorial Foundation (AMF).

Guests:

Kennedy Space Center Visitor Complex guests are not to be filmed or interviewed without prior approval from the communications team.

Drones:

The use of drones is prohibited on Kennedy Space Center Visitor Complex property.

By signing below, I certify that I have read, fully understand and agree to comply with Kennedy Space Center Visitor Complex's filming and photography Terms and Conditions.

Please Sign Your Name Here: _____

Date: _____

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Request Date:

Proposed Film Date:

Location Manager Contact Information:

Contact Name:

Title:

Company Name:

Address:

City:

State/Province:

Country:

Postal Code:

Telephone Number:

Mobile/Cell Number:

Email Address:

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Project Information:

Program Name:

Purpose and Focus of Visit:

General Information on Program:

Length of Program:

Describe the type and length of Kennedy Space Center Visitor Complex's exposure and audience reach in the program that will result from the filming:

Is this program/segment scripted and/or will show hosts be on location during filming?

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If scripted, are you able to provide a copy of the script in advance of filming?

Yes

No

Other:

Will you need to interview a KSCVC staff member or astronaut for your project? Please describe what types of expertise you are looking for.

NOTE: Astronaut interviews are limited to 15 minutes pending astronaut availability.

How much time at the visitor complex do you anticipate will be required? Please include set-up and break down.

Has an outlet (cable, broadcast, or Internet) agreed to broadcast this program? If the program is slated for foreign distribution, please note which country and whether the program will air in the United States.

What are the proposed uses of this program i.e. TV broadcast, home video, DVD, CD, webcast, publication?

Who is the show targeting? Please share demographic information on the audience. (This includes audience age, geographic location, etc.)



What other organizations will be involved in the program and what type of credit will they receive?

Will the “Kennedy Space Center Visitor Complex” name be used in this production? If so, how? How will the visitor complex be credited and acknowledged?

Estimated Air/Run Date:

Number of Viewers:

Website:

Social Media:



Production Crew Information:

Provide the full names of each film crew member followed by their title. If this information is not available by the time of submission, please provide an estimate of crew size and if any members of the crew are foreign nationals:

NAME

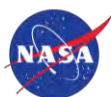
TITLE

Are any film crew members foreign nationals? If so, please allow up to three weeks for access to the Apollo/Saturn V Center after additional documentation is submitted.

Yes

No

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Type of Equipment to be Used (cameras, lights, microphones, etc.):

Will filming require alterations to our in-park music or lighting? If so, this may require that portions of your filming take place before or after operating hours.

Yes

No

Details:

Which on-site locations would you like to film? Please list each location/attraction. To review our available attractions visit KennedySpaceCenter.com

Once completed, please submit this form to kscfilmrequests@delawarenorth.com and allow up to ten days for a response to your request.

