1. Photographers must complete an application for an Annual Photography Sales Permit and have in place and maintain the required insurance coverage (see attached Required Insurance and Minimum Limits and the Instructions for Submitting Insurance). The resulting permit is valid for the calendar year. Permitted photographers will be placed on a List of Permitted Photographers which each recreation facility contacts directly to arrange a photo day. In exchange for the opportunity to sell photo packages to patrons, a percentage of your sales must be remitted to the Department as outlined below:

<table>
<thead>
<tr>
<th>Program size by registered participants</th>
<th>Percentage to Dept of TOTAL Gross Sales to Patrons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 50</td>
<td>3%</td>
</tr>
<tr>
<td>51-200</td>
<td>7%</td>
</tr>
<tr>
<td>201-400</td>
<td>8%</td>
</tr>
<tr>
<td>401-600</td>
<td>9%</td>
</tr>
<tr>
<td>Over 600</td>
<td>10%</td>
</tr>
</tbody>
</table>

2. The Department reserves the right to issue and deny an Annual Photography Sales Permit based on a review of information requested in the Annual Photography Sales Permit Application.

3. The Department reserves the right to revoke the Annual Photography Sales Permit if the Permittee fails to meet the guidelines of the permit or acts in an unprofessional manner as deemed by the Department.

4. Permittee is solely responsible for adherence to all Federal, State, and Local tax requirements.

5. The Department makes no guarantee of any minimum business volume.

6. Permittees must adhere to the following:

   HOLD HARMLESS: In consideration of the City granting the permission requested herein, Permittee agrees to indemnify and hold CITY and its officers, agents, and employees harmless from any and all claims, demands, lawsuits, actions of any kind, damages, judgments, amounts paid in settlement, costs and expenses (including attorney’s fees) which may be incurred or arise out of Permittee’s exercise of the permission granted or from any of the Permittee’s activities related thereto. Permittee acknowledges that it will use CITY facilities at its own risk and expressly waives any right to make or prosecute claims or demands against the City for any loss, injury or damage which Permittee may sustain by virtue of the exercise of the permission granted or by reason of any defect, deficiency or impairment which may occur from time to time from any cause of the water supply system, drainage system, heating system, gas mains, electrical apparatus or cable furnished for the vent or for any loss resulting from fire, water, tornado, civil commotion, riot, landslide, windstorm, earthquake, or other acts of God.

   NON-DISCRIMINATION POLICY: Applicant certifies that it does not discriminate in employment policies and criteria for program participation on the basis of race, religion, national origin, ancestry, gender, sexual orientation, age, physical handicap, marital status, or medical condition.

7. When a facility is interested in scheduling your services, they will contact you for your availability. They will follow-up with an Application For Photo Day At Park detailing the location, date, time, and number of registered participants for you to review, sign, and return. A deposit of fifty cents ($.50) cents per registered team participant is required prior to any photos taken. The deposit will be credited toward the revenue percentage owed to the City upon final reconciliation of sales. Photographers providing non-team sports photos, such as, action shots of participants, must pay an additional Three Hundred Dollars ($300.00) vendor use fee.

8. Permittee will be required to submit a summary of sales with each set of photographs. Department reserves the right to revoke or refuse issuance of permits to any permittee who fails to provide accurate sales summaries.
CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS
FINANCE DIVISION

APPLICATION FOR 2015 ANNUAL PHOTOGRAPHY SALES PERMIT

Please complete and mail documents to:
City of Los Angeles Department of Recreation and Parks
Attn: Mark Stipanovich, Concessions
Post Office Box 86610
Los Angeles, CA 90086

Permittee Information
1. Name of Company: ________________________________
2. Company Representative's Name and Title: ________
3. Company Address:______________________________
   City: ______________________________________ Zip: ________________
4. Company Phone: ________________________________ Fax: ________________
5. E-mail Address: ________________________________
6. Company website: ________________________________
7. Business Structure: _____ Sole Proprietorship _____ Partnership _____ Corporation
8. Attach a list of key personnel and all photographers who will be providing services under this
   permit and a 1-2 paragraph summary of their duties, experience and qualifications.
9. Attach a list of 2-5 references to include your major clients, particularly public agencies, which
   may include City of Los Angeles Department of Recreation and Parks facilities to whom
   you have provided sports team photography services. Include the name of the client,
   contact person, phone number, and level of service provided to the facility such as sports
   season photographed and number of teams/individuals photographed, etc.
10. Attach a proposed price list of products/services to be offered to park patrons. The
    Department will adopt an "accepted price list" which will be valid during the term of the
    permit. Request for consideration of changes to the "accepted price list" must be made in
    writing to the Finance Division/Concessions Unit via email to mark.stipanovich@laplcity.org
    and include justification for the requested change.
11. Attach detailed written instructions directed to Facility Directors on how to request
    photography services, your logistical needs, and how to schedule team photos.
12. Attach a sample flyer to sports team participants which provides instructions to patrons for
    photo day. You will be expected to provide a sufficient number of information/product
    price lists for each sports team participant so that the information can be distributed no
    later than 2 weeks prior to photo day.
13. A list of recreation centers can be found at http://www.laparks.org/.
14. Please indicate which areas you can provide service to:
    _____ East LA _____ West LA _____ North Valley _____ Harbor
    _____ South LA _____ Central LA _____ South Valley

I certify that all statements on this application are complete and correct. I have read and
agree to adhere to the “2015 Annual Photography Sales Permit Instructions For
Applicants,” the hold harmless clause and the non-discrimination policy. I agree to
maintain the required minimum insurance coverage limits during the term of the permit.

______________________________    ________________
Signature of Applicant/Permittee          Date

______________________________    ________________
Department Approval Denial          Date

By: ________________________________