



**Town of Cohasset, MA**  
**Filming General Information Checklist**

**General Permit Information**

Production Title: \_\_\_\_\_

Type of Production: Commercial; PSA; Documentary; Feature; Industrial Video; Music Video; Special Event; Still Photo; Student; Miscellaneous; Other: \_\_\_\_\_

**Production Company Information**

Company Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Insured Company Information**

Company Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Location Manager**

Name: \_\_\_\_\_

Cell: \_\_\_\_\_

Office: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Producer: \_\_\_\_\_

1<sup>st</sup> AD: \_\_\_\_\_

**Location Assistant**

Name: \_\_\_\_\_

Cell: \_\_\_\_\_

Office: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Director: \_\_\_\_\_

Production Manager: \_\_\_\_\_



Description of Gunfire:

---

---

**Special Effects**

Type	# Takes Per Day	# Times Per Take
_____ Breaking Glass	_____	_____
_____ Bullets/Squib Hits	_____	_____
_____ Bum Barrels	_____	_____
_____ Car Explosion	_____	_____
_____ Dust Hits	_____	_____
_____ Explosion	_____	_____
_____ Fire Ball	_____	_____
_____ Fire Bars	_____	_____
_____ Fire Effects	_____	_____
_____ Sparks	_____	_____
_____ Other	_____	_____

Description of F/X scene: \_\_\_\_\_

---

---

**Base Camp/Crew Parking**

Base Camp

Location Type: \_\_\_\_\_

Address: \_\_\_\_\_

Crew Parking

Location Type: \_\_\_\_\_

Address: \_\_\_\_\_

**Posted Parking/Closures**

Posting "No Parking" signs: please indicate which side of the street: N/S-north side, E/S-east side, S/S-south side, W/S-west side, B/S-both sides

---

**Town of Cohasset Contact Information**

41 Highland Avenue  
Cohasset, MA 02025  
781-383-1055

**Police Department**

Chief William Quigley – 781-383-1055 - wquigley@cohassetpolice.com

**Fire Department**

Chief John Dockray – 781-383-6154 – jdockray@cohassetfire.org

**Harbormaster**

Harbormaster – Lorren Gibbons – 781-383-0863 - lgibbons@cohassetma.org

**Department of Public Works**

Public Works Director – Brian Joyce – 781-383-5120 – bjoyce@cohassetma.org

**Town Manager’s Office**

Tracey Connors – Executive Assistant to the Town Manager – 781-383- 5101  
tconnors@cohassetma.org