

## **Shooting Policies Supplement Film and Video Shoot Guidelines – Residence Halls**

As a general practice, filming is not permitted within the residence halls because of the potential for disruption to the community, fire safety and egress concerns presented by lights and other equipment, and building security concerns. Requests are only considered by the Office of Housing and Residence Life when they meet the following conditions:

- A single camera on tripod or hand-held or audio recording device is utilized.
- Shoot or recording will not interfere with residence hall activities or individual student privacy or activities.
- Maximum number of (combined) cast and crew is four people.
- No peripheral shooting equipment (Nagra, cables, lights, reflectors, C-stands, etc.) is permitted.
- The filming occurs within the room of the resident making the request and does not spill out into the hallway.
- The filming can only occur if the resident's roommate(s)/suite mates agree in writing to the filming schedule and activities.
- Furniture cannot be stacked or removed from the room or suite.
- The film project must adhere to all College and residence hall rules and regulations (e.g. guest policy, prohibited items, hanging any items from sprinkler heads or pipes, etc.)
- Requests for filming from off-campus residents will only be considered if the filming is scheduled to occur in the room of a cast/crew member and that resident agrees to serve as the host responsible for the project and any non-residents involved in the shoot.
- The students must strictly adhere to these guidelines as well as those established by TRF.