

The University of Mississippi

Filming Motion Pictures or Television Productions

Summary/Purpose: Procedure for authorization to use University facilities, buildings, images, and/or people in film or videotape productions.

General

Requests to use the campus (including property, buildings or facilities) as a location for filming/videotaping motion pictures and commercial television productions, as well as news reports that require access to non-public areas, shall be submitted to the University Communications office for consideration on a case by case basis.

The safety of students, faculty, and staff; the potential for damage to buildings facilities, or property; the potential for disruption of academic and administrative programs or other scheduled activities; and the subject matter of the production will be of primary consideration in determining whether to grant a filming request. Particular attention will be given to the way in which the University is portrayed.

1. Use of Facilities

University buildings, statuary, or landmarks may not be used in any commercial advertisement in a way that suggests the university's involvement with, or support, promotion, or endorsement of any product or service without the approval of the chancellor.

The production company must provide a policy of comprehensive general liability and property damage insurance. The scope and limits of coverage shall be determined by the university attorney based on the nature and extent of activities to be conducted and the facilities to be used in the filming.

A use fee will be established in each case based on the nature and extent of the production activities, to include all costs incurred by University Police, the Physical Plant department, or other university departments.

2. Use of University Images, Symbols, and Identification Marks

The use of all registered marks, logos, licensed music, landmarks, and other images that may be reasonably identified with the University of Mississippi in connection with filming and/or videotaping will be reviewed by University Communications to ensure they do not reflect unfavorably on the university.

3. Approval of Content

The script, or the topic and format for an unscripted production, and changes to the script, must be approved by University Communications.

4. Review and Oversight

Any request that is not resolved by University Communications shall be referred to the Office of the Chancellor and the University Attorney who will determine whether to grant the filming request.