



Filming & Productions

at the world-famous Magic Castle®



Magical greetings!



Thank you for your interest in booking your production at our world-famous clubhouse: The Magic Castle®. As a unique, exclusive, and absolutely magical venue, The Magic Castle® is unparalleled and intentionally shrouded in mystery, rich history, and sheer elegance.

As a private, members-only club with a 60-year-old “no photography” rule in place, we have strict stipulations in regards to filming at our venue. Here is our official policy regarding shoots:

- ☛ **Location Agreement:** Our Location Agreement must be signed with no alterations.
- ☛ **Trademark Addendum:** Must be completed if the name “Magic Castle®” is used.
- ☛ **Certificate of Insurance (COI):** Coverage of at least \$1M is required.
- ☛ **Location Fees:** \$500 per hour plus a \$275 flat administrative per day fee. *We do not trade fees for exposure!*
- ☛ **Location Scouting:** Available Monday through Thursday during the business day pending availability. Appointments required. Unscheduled walk-ins will not be allowed.
- ☛ **Approvals:** Production requests must be submitted with at least 2-week’s notice prior to the desired production date. All requests must be considered and approved by our Board of Trustees in order to be booked. If The Magic Castle® name is mentioned or shown in any way, approval must be gained from our founder Milt Larsen and the Trademark Addendum Form must also be completed and signed with no alterations.
- ☛ **Production Hours:** Shoots are only allowed between 8:00 a.m. and 4:00 p.m. Monday through Thursday. This includes arrival, load-in, set-up, teardown, and load-out time. Productions must be completely off-site by 4:30 p.m. Shoots are not allowed on Fridays, Saturdays, or Sundays (as we are open for business hours and photography is not allowed during this time). To buy-out the club in the evenings, rates start at \$60K (depending on the date) plus Location Fees (see above).

If your production meets the aforementioned parameters, please complete the following 2-page **Production Request Form** completely (including initials on the last page) and return it to me with at least 2-week’s notice prior to your requested production date. Turnaround time for consideration of your request usually takes 2-4 business days. If you do not meet these parameters (and especially if you do not have a Magic Castle® member directly involved), I’m sorry because we will not be able to be a location for you.

Let me know if you have any questions!

—Ben Roman

Director of Events, The Academy of Magical Arts
broman@magiccastle.com / Fax: (323) 851-3918

Production Request Form

PRODUCTION TITLE: _____
REQUESTED DATE(S): _____ **CONTACT NAME:** _____
CONTACT E-MAIL: _____ **CONTACT PHONE:** (____) _____
PRODUCTION COMPANY: _____
ADDRESS: _____

PRODUCTION TYPE: *(Check One)*

TV Show TV Spot Documentary Feature Film Film Short Magic Instruction Still Photos Other

SUMMARY: *(Briefly describe what you wish to shoot at The Magic Castle®.)*

DISTRIBUTION: *(Check All That Apply)*

TV Broadcast Theatrical DVD Online Streaming Service Other: _____

Will this production be made available for sale/profit on DVD, streaming service, or other media? Yes No

TERRITORY:

Local Regional National: *(Specify Country)* _____ International Other: _____

PROPOSED RELEASE/AIR DATE(S): _____ **DO YOU HAVE A LOCATION BUDGET:** Yes No

ASSOCIATIONS:

Please indicate what, if any, association this production will have to The Magic Castle® and/or The Academy of Magical Arts:

Please indicate which, if any, AMA/Magic Castle® members will be involved with this production and their level of involvement:

Please indicate what, if any, magic content will be used, referenced, or shown:

PRODUCTION FOOTPRINT:

Estimated # of Talent: _____ Estimated # of Crew: _____ Estimated # of Vehicles: _____ Craft Services: Yes No

Please describe the expected production and lighting equipment set-up(s) you will bring:

Please indicate which area(s) in the club you wish to shoot in:



CLARIFICATION POINTS:

The following must be understood before any final agreement can be made. You must INITIAL each statement below to confirm that you understand and comply:

- ☛ Filming on The Academy of Magical Arts (AMA)/Magic Castle® (MC) premises does NOT entitle you to use the name “Academy of Magical Arts” or “Magic Castle®.” Signing of our Location Agreement and Trademark Addendum is the only way to secure rights for use. ____

- ☛ Shooting at The AMA/MC premises requires a valid Certificate of Insurance (COI) with minimum coverage of \$1M and, depending on the details of the project, may have to cover personnel, property, and completion in specific ways. Please be prepared to supply a valid COI naming all the parties listed in our Location Agreement prior to the production start. ____

- ☛ Smoke and/or pyrotechnical devices/effects are not allowed in the club without approval of the AMA General Manager, Board of Trustees, and LAFD Fire Marshall, and proof of appropriate safety measures and insurances will be required. Also, please note that smoking of any kind is not permitted inside the building. ____

- ☛ Food/beverage items may not be brought into the club without approval from the AMA Director of Events. ____

- ☛ Animals may not be brought into the club without permission of the AMA General Manager and, where warranted, the appropriate animal protection/control authorities. ____

- ☛ For more elaborate shoots, correct boards, mats, or runners must be placed on our carpeting/flooring to protect against damage from equipment and/or foot traffic. ____

- ☛ You will be solely responsible for the timely repair and/or payment for any damage caused by your production during your time on premises. ____

- ☛ The AMA has a mission to support and advance the art of magic, which we take very seriously! For this reason, with the explicit exception of instructional videos made for distribution only within the community of magicians, we cannot allow the exposure or revelation of secrets regarding any magic trick or magician’s act to be incorporated into any project that is recorded in our club. ____

Please print your name, sign, and date below indicating that you have read, completed fully, and understand the contents of this Request Form:

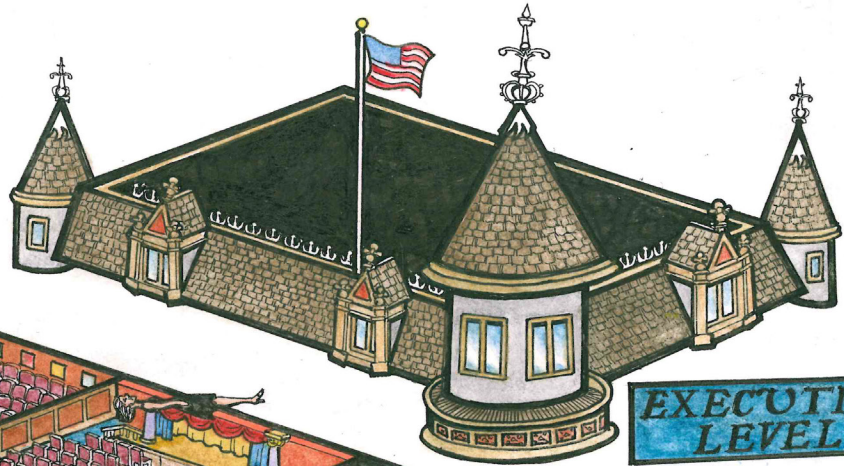
PRINTED NAME: _____

SIGNATURE: _____ **DATE:** ____ / ____ / 20 ____

PLEASE SUBMIT THIS COMPLETED 2-PAGE DOCUMENT TO:

Ben Roman, AMA/Magic Castle Director of Events:
Scan: broman@magiccastle.com
Fax: (323) 851-3918





EXECUTIVE LEVEL

THEATRE LEVEL

PARLOUR OF PRESTIDIGITATION
PALACE BAR
PALACE OF MYSTERY
REST ROOMS

RESTAURANT LEVEL

HOUDINI ROOM
DANTE ROOM
TERRACE ROOM
CRYSTAL ROOM
CHERUB ROOM

INNER CIRCLE

ALBERT PELLER THEATER
LIBRARY BAR
WILLIAM W. LARSEN MEMORIAL LIBRARY
REST ROOMS
MAGIC UNIVERSITY & JACK OAKIE GALLERY
IRMA'S ROOM
BLACKSTONE / VERNON ROOM
MAIN BAR
LOBBY
CLOSE-UP GALLERY

GROUND LEVEL

CELLAR LEVEL

CELLAR THEATER
HAT & HARE PUB
HAT & HARE LOUNGE