

# Government Entities, Locations, and Officials

Producer must take all steps necessary to ensure that all of its activities are following the law when filming with government officials, government employees, elected officials, or candidates for public office, etc. Please consult and follow all instructions of your Production Counsel regarding providing gifts and other items of value to government officials, employees, and with regards to election law.

Additional permissions and steps may be necessary in the instances where the Producer is filming with government officials, government employees, elected officials, or candidates, etc.

If the Producer is filming with any of the following, send an email to YTO Production Executive and YTO Production Manager at least 2 weeks in advance of filming:

- Employees of national, state, and local governments, regardless of rank or title (e.g., US Congressman, US Senator, Governor, Mayor, Department of Homeland Security officials, Judges, or White House officials and any of their respective staff)
- Employees (e.g., faculty) of government-owned or controlled business or institutions (e.g., public universities, hospitals, postal service, or government-owned telecom companies abroad)
- Employees of public international organizations (e.g., United Nations or World Bank)
- Political parties and political party officials
- Candidates for public office
- Members of royal families
- Public schools, firemen, law enforcement, military, etc.
- An elected official, appointed official, candidate for public office, their family, or their staff

As applicable, provide the following information in the email for each instance:

- Name of the school, location, individual, or entity
  - For an individual, please provide their name and title
- Location of the filming with the government entity, location, or official
- Activity details and a summary of filming with the government entity, location, or official
- Dates of filming (please estimate if the exact dates are unknown)
- Episode name and number
- Is there an agreement with each party?
- If there is a location or appearance fee in association with the government individual, entity, or location (e.g., location fees, appearance fee, honorarium), is it standard as part of their filming procedure?
- Whether or not any government official, entities, or location is receiving anything of "value."
  - If the value is monetary, please provide the amount and the exact entity or individual that will be paid

- If there is a location fee, is the fee standard as part of a location agreement?
- Producer will need to go through the [anti-bribery due diligence](#) program, if traveling internationally or interacting with any foreign government entities, locations, or officials.

If there is any question as to whether any individual that the Producer is filming with may or may not fall into the above categories, please reach out to the YTO Production Executive or YTO Production Manager.

Please review the [Participation or Depiction of Government Officials or Entities](#) in the Legal & Compliance Guidelines for more information.