



# FILMING AND PHOTOGRAPHY APPLICATION FORM

This application is for filming and still photography on council owned property, in open spaces and outdoor areas such as footpaths, roads and parks within the Strathfield Council area.

Please ensure that you have read the [Strathfield Council's filming guidelines](#) as these will include the terms and conditions of your filming approval.

If the information in this application is inaccurate it may lead to the cancellation of an approval at any time.

The following document is an application and does not constitute a filming permit or location contract.

## Part 1: Applicant Details

Title	Given Name/s	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Position		
<input type="text"/>		
Production Company/Organisation Name		
<input type="text"/>		
Production Company/Organisation Address		
<input type="text"/>		
Business Number	Mobile Number	ABN
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address		
<input type="text"/>		

## Part 2: Production Contact Details

### Producer:

Name	Mobile
<input type="text"/>	<input type="text"/>
Email address	
<input type="text"/>	

### Production Manager:

Name	Mobile
<input type="text"/>	<input type="text"/>
Email address	
<input type="text"/>	

### Privacy statement

Personal details requested on this form is supplied to Strathfield Council on a voluntary basis but if you cannot provide the information requested, Council may not be able to process your application. Personal details requested on this form will be used to process your request. Access to the information is restricted to Council officers and other authorised people. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council.

**Location Manager:**

Name

Mobile

Email address

**Part 3: Production Details**

Name of Production

Production summary/synopsis/script

Type of Production (please tick appropriate box)

Feature

TV Drama

Documentary

TV Commercial

Corporate Video

Short Film

Music Video

Student Film

Children's Production

Infotainment/Travel show

Reality TV

Stills Photography

Other (please specify)

**Part 4: Location Details**

Please provide below details of each location

LOCATION 1:

Date (include proposed date and back up/wet weather date)

Date of additional bump-in/bump-out (if required)

Time of use (including crew arrival and departure)

From:

To:

Location

Description of activities

Personnel numbers:

Cast

Crew

Extras

Parking requirements:

No. of essential vehicles

No. of unit vehicles

No. of private vehicles

- Please attach a list of production vehicles by type, size and registration details
- Please attach a parking plan (including catering and unit base), specifying street location, number of spaces required and any applicable parking restrictions.

Please tick if your shoot involves any of the following:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Road closure                        | <input type="checkbox"/> Cherry pickers/lighting towers            | <input type="checkbox"/> Low loaders                  |
| <input type="checkbox"/> Camera Crane                        | <input type="checkbox"/> Camera track                              | <input type="checkbox"/> Stunts                       |
| <input type="checkbox"/> Generator                           | <input type="checkbox"/> Firearms/gunfire                          | <input type="checkbox"/> Smoke effects                |
| <input type="checkbox"/> Fire effects                        | <input type="checkbox"/> Scaffolding                               | <input type="checkbox"/> Animals                      |
| <input type="checkbox"/> Temporary structures                | <input type="checkbox"/> Children                                  | <input type="checkbox"/> SFX                          |
| <input type="checkbox"/> Playback                            | <input type="checkbox"/> Crowd control/security                    | <input type="checkbox"/> Car chases/driving sequences |
| <input type="checkbox"/> Reconstruction of a crime/emergency | <input type="checkbox"/> Cast dressed as police/emergency services |   |

PLEASE NOTE: Many of the above activities will also require approval to be sought from other statutory authorities eg. Police, RTA, EPA, RSPCA, NSW Office for Children’s Guardian, NSW Fire Brigades, NSW Rural Fire Service, NSW Department of Lands.

If you have ticked any of the above, please give details:

### **Part 5: Supporting Documentation Checklist**

- Public Liability Insurance certificate of currency.
- Traffic management plan (when required)
- Parking plan
- Authorised safety report (when required)
- Community notification letter
- Environmental management plan (when required)

### **Part 6: Lodging the Application**

You can lodge the completed application form and supporting documents:

By mail: Strathfield Council, PO Box 120, Strathfield NSW 2135.

By email: [council@strathfield.nsw.gov.au](mailto:council@strathfield.nsw.gov.au)

By fax: 02 9764 1034

In person: 65 Homebush Road Strathfield

### **Part 7: Payment of the Application Fee**

On submission of this application form the applicant undertakes to pay the relevant application fee outlined by council. Payment methods include credit card, cheque or EFT.

Once your application has been received, the Film Officer will contact you to acknowledge receipt and advise of the timeframe council will need to process your application.

For further information regarding your application please call Ayla on 02 9748 9604.