

DESCRIPTION OF FILMING (ie: interior / exterior, what scenes involve) EXTERIOR
PICNIC SCENE; SITTING ON A BENCH.

LOCATION FEE..... CREDIT(If applicable).....

ADDITIONAL COSTS (Eg: Staffing costs).....

RETURNABLE DEPOSIT OF £ (If applicable)

INVOICE ADDRESS (IF DIFFERENT FROM ABOVE)

DETAILS

Dates: from 16th MARCH to _____

Times: from 10 AM to 18 PM

No of crew / extras: CREW: 6 / CAST: 2 / EXTRAS: 2

Additional information.....

Please tick if your shoot may involve any of the following:

Temporary traffic Control	€	Fire Effects	€
Street dressing/disguising street markings	€	Reconstruction of crime / emergency	€
Cherry Pickers	€	Animals	€
Camera Crane	€	Scaffolding	€
Camera Track	€	Building Blackout	€
Low Loaders	€	Crowd Control / security	€
Generator	€	Stunts	€
SFX	€	Wet Down	€
Gunfire	€	Playback	€
		Children	€

If you have ticked any of the above, or if you have any other equipment over and above just a camera and tripod, please give details:

.....
.....
.....

DECLARATION

a. Public Liability Insurance

I attach a broker's letter confirming public liability cover of not less than £2 million.

b. Terms and Conditions

I accept the City of London's Terms and Conditions for Filming, as detailed on the attached "Short Form" / "Major Film Shoot"* agreement if this application is accepted. (* Unless deleted to the alternative the "Short Form" Agreement is applicable). This shall include payment in advance of all fees unless otherwise agreed.

c. All rates, taxes and other charges incurred by virtue of the filming and for preparation shall be payable by the licensee.

Signed for and on behalf of, and with the authority of, the applicant

Name (capitals) RITA SANTOS

Signed Rita Santos

Position (capitals) PRODUCER

Date 15th MARCH 2015

Signed for and on behalf of the City of London

Signed _____

Dated _____

FOR INTERNAL USE ONLY

Approval granted by..... Date.....
and Application forwarded to:

Engineer:..... Date.....

Surveyor..... Date.....

City of London Police..... Date.....

Location Superintendent..... Date.....

P.R.O..... Date.....

TERMS AND CONDITIONS FOR FILMING (SHORT FORM)

1. Definitions

“City of London”	means the Mayor and Commonalty and Citizens of the City of London
“Application”	means the application to film request annexed
“Applicant”	means the applicant named in the application
“Location”	means the location site described in the application
“Consent”	means the consent of the City of London
“Production”	means the final version of the production of which the filming forms part
"Special Conditions"	Means any site or location specific conditions set out in the Annex hereto

2. Applicant's Obligations

- 2.1 To carry out the filming only in accordance with the specific permission granted including any Special Conditions (or as otherwise may be subsequently agreed in writing with the City of London)
- 2.2 To indemnify the City of London against the death of or a personal injury to any person and against damage or loss to either real or personal property arising out of the filming
- 2.3 To carry public liability insurance against the above risks in a sum of not less than £2 million (or other higher sum if required by the City of London in its Consent)
- 2.4 Not to damage deface or otherwise harm the Location and to pay to the City of London its reasonable reinstatement costs (should damage etc occur) within 28 days of demand
- 2.5 Not to obstruct or interfere with any rights of access or entry or the free right of passage of any City of London officers tenants or members of the public on any part of the Location other than is specifically permitted by the Consent
- 2.6 Not to bring on to the Location any vehicle or other apparatus other than that specifically permitted by the Consent
- 2.7 Not to commit or permit the commission of any act (or omission) which shall give rise to claims by third parties against the City of London

- 2.8 To comply with all statutory or mandatory requirements arising from or relating to the filming and to carry out all required risk assessments and prepare any method statement or contingency plan necessary for safe filming to take place
- 2.9 Not to commit or permit to be committed any act which (in the opinion of the City of London) tends to lower damage or injuriously affect in any way the image of the City of London in the eyes of the public
- 2.10 To vacate the Location on or before the expiry of the time limit set out in the Consent and to leave the same in a clean neat and tidy condition to the satisfaction of the City of London
- 2.11 To pay the fee (and other agreed charges) at least 2 working days prior to the filming (unless otherwise specifically agreed)
- 2.12 To ensure the presence of either a Location Manager or other authorised representative at the location at all times that filming is taking place and to inform the City of London of the identity of such person(s) prior to the filming taking place
- 2.13 To provide a credit for the use of the location in the form or type to be agreed

3. Corporation's Obligations

- 3.1 To allow and permit the filming at the location on the dates and at the times set out in the Consent
- 3.2 To provide any specific services/facilities set out in the Consent on the terms agreed
- 3.3 To allow the Applicant to incorporate any filming in the Production either as a sequence on its own or preceded interlaced or followed by such other scene as the Company may require
- 3.4 To permit the applicant to exploit and exhibit the Production including any sound track still photography and or promotional "trailers" in any medium (now known or later devised) without restriction
- 3.5 Not (unless obliged to do so by virtue of its obligations as a local planning or highway authority) to prevent restrict or impede the filming

4. Alterations/Replacement dates or times

4.1 In the event of the Applicant not filming on the dates/times set out in the Consent the City of ~~London~~

London shall be entitled to either -

- a) Retain the fee; and/or
- b) Recover its actual expenses incurred which arise from the filming not taking place

4.2 If alternative days/times are agreed the terms of the original Consent shall unless otherwise agreed in writing apply