

THE CITY OF EDINBURGH COUNCIL
PARKS, GREENSPACE AND CEMETERIES
FILMING / PHOTOGRAPHY APPLICATION

CONTACT INFORMATION

Organisation/Company

Invoicing Address

Town/City

Post Code

Contact Name

Contact Telephone No

Email

INFORMATION ABOUT THE ACTIVITY

Film or Photography

Location

Please provide a detailed map in PDF of proposed shoot & facilitation

Production Title

Set up date & time

Shoot date & time

Shoot End date/time

De-rig/off site time

Total No of expected crew/talent on site

Please provide a **description of your activity** which must include:

- total number of participants (including crew),
- access and infrastructure requirements,
- vehicles and equipment (including drones),
- scenes to be shot (special effects, animals, fire arms, nudity, etc),
- where the film/photographs will be shown.

Enclosures

- Risk Assessment
- Map of proposed activity Public Liability Insurance
- Map of proposed activity

Points to consider

- Scottish Outdoor Access Code
- Land management operations / car parking / transport / closures
- First Aid / Medical cover
- Marshalling and communications
- Litter collection
- Toilets

Conditions of application

Please be advised you must agree to the following statements before your request will be considered by the Council. You should indicate your agreement by placing an X in each of the appropriate statement check boxes. We are unable to accept incomplete applications.

- I confirm that should permission be granted I will supply prior to the activity a copy of the appropriate risk assessment to: info@filmedinburgh.org (cc. pentlandhills@edinburgh.gov.uk)
- I confirm that I am familiar with the requirements of the Protection of Children (Scotland) Act 2003 and I know I have a legal duty to ensure that anyone recruited in a “child care position” has not been placed on the Disqualified from Working with Children list.
- I confirm that any charge, reinstatement bond or any additional costs be incurred, these can be invoiced directly to the address supplied above.
- I confirm that I am familiar with the requirements of the Equality Act 2010, the Council’s Park Management Rules, Tree Protection Policy and Recycling/Litter Management Policy and will adhere to them.

To be completed by commercial organisations only:

- I confirm that I will arrange a minimum of £10million third party public liability insurance for this activity, a copy of which will be emailed to info@filmedinburgh.org prior to the start date.

Charges from April 2020 to March 2021

- Filming (arrival to departure) over four hours or a crew/cast of six or more – from £140 per hour + VAT
- Filming up to four hours and crew/cast of five or less – Administration fee £56 + VAT
- Drone filming from £140 per hour + VAT
(A drone permit will be required incurring an additional fee of £120)
- Student filming and photography up to four hours – Free
- Student filming and photography over four hours – Administration Fee £56 + VAT
- Staff overtime if required £56 + VAT
- Filming in a city centre cemetery (Greyfriars Kirkyard, Calton Old / Calton New and St Cuthberts) – from £260/hour depending on infrastructure, equipment on site etc.
- Filming in any other cemetery - £130/hour depending on infrastructure, equipment on site etc.

Vehicle Access (e.g. Calton Hill, Bonaly Country Park) – Administration fee £105 + VAT with an additional fee of £56 for out-of-hours access. NB 4X4 required with insurance to cover off-road driving. Please provide evidence.

You will be invoiced by the Council for filming/photography permission. All charges are re-invested into improving our city’s parks and greenspaces.