



## Commercial Filming & Photography Application Form

### APPLICANT DETAILS

Production title: \_\_\_\_\_

Applicant: \_\_\_\_\_

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_ Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Ph: (w) \_\_\_\_\_ (m) \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Director (name): \_\_\_\_\_

On-site contact: \_\_\_\_\_ Ph: (m) \_\_\_\_\_

### PROPOSAL DETAILS

**Type of filming:**

Moving images       Stills photography       Stills photography and moving images

**Purpose of filming:**

News and Current Affairs       Documentary (television, cinema)  
 Travel and Lifestyle       Feature or short film  
 Advertising       Television drama or infotainment  
 Education (TAFE, university, student productions)       Music videos and corporate videos  
 Research (please specify): \_\_\_\_\_  
 Other (please specify): \_\_\_\_\_

**Distribution:**

Television       Cinema       Internet       Print       Other (please specify): \_\_\_\_\_

**Location/s:**

**Single Park**       **Multiple Parks**

Park name/s: \_\_\_\_\_

Site/s within park: \_\_\_\_\_

Proposed dates: \_\_\_\_\_

Contingency dates: \_\_\_\_\_

Description of proposal:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Is the filming for the specific purpose of promoting the location or the NSW National Parks and Wildlife Service (NPWS)?

NO YES if yes, please provide details:

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Have you been contracted by the NPWS or any other NSW Government agency to undertake the proposed filming activity?

NO YES if yes, please provide details:

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## PARK IMPACTS

Identify where your proposed filming activities may impact the following park values, and how you will avoid or mitigate these impacts. Please provide specific detail for all questions with a 'YES' response.

### 1. ENVIRONMENTAL VALUES

#### a. Do animals feature in the on-park filming activity?

NO YES if yes, please provide details:

- |   |   |
|---|---|
| <input type="checkbox"/> photography of marine mammals                  | <input type="checkbox"/> use of park animals (including feeding)          |
| <input type="checkbox"/> disturbance of animals/habitat                 | <input type="checkbox"/> bringing animal/s into the park (alive/deceased) |
| <input type="checkbox"/> catching/trapping/releasing/relocating animals |   |

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#### b. Will there be any earthworks or other environmental modification required?

NO YES if yes, please provide details:

- |   |   |
|---|---|
| <input type="checkbox"/> clearing of vegetation                                   | <input type="checkbox"/> bringing rocks/soil/plants into the park |
| <input type="checkbox"/> removal/relocation of rocks/soil/plants                  | <input type="checkbox"/> erection of structures                   |
| <input type="checkbox"/> use of unformed roads/tracks/trails or undeveloped sites |   |

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#### c. Will any vehicles (including for use as props) be brought into the park?

Includes: boats, kayaks, rafts, skateboards, scooters, bicycles, motorcycles, motor vehicles (up to 8 seats), buses (more than 8 seats), campervans, trailers, aeroplanes, helicopters, all terrain and recreation vehicles, over snow vehicles, cranes, low loaders, cherry pickers etc.

NO YES if yes, please provide details:

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#### d. Will any fire be lit (other than in public fire places) or any flammable substances be brought into the park?

NO YES if yes, please provide details:

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#### e. Will any pyrotechnics, similar devices or other special effects, such as sound or smoke be required for the filming?

NO YES if yes, please provide details:

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**2. CULTURAL VALUES**

**a. Will the filming include presentation of Aboriginal stories, sites, people or heritage?**

NO YES if yes, please provide details:

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**b. Will the filming include presentation of historic heritage, including stories, artefacts, sites or people?**

NO YES if yes, please provide details:

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**c. Will the site be represented as another actual place or property?**

NO YES if yes, please provide details:

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**d. Will digital or other visual effects be used in the production which change the visual presentation of the site in relation to park activities or assets?**

NO YES if yes, please provide details:

park activities       built assets       cultural assets       natural assets

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**e. Will any signs, including but not limited to posters, other advertising materials or traffic management signs be erected for use behind or in front of the camera?**

NO YES if yes, please provide details:

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**f. Will any weapons, including but not limited to spear guns, bow and arrow, spears, firearms or explosives be brought into the park?**

NO YES if yes, please provide details:

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**3. PUBLIC USE, HEALTH, SAFETY AND SECURITY**

**a. Are special arrangements required in relation to exclusive use of an area, security, parking, road closures, camping or on-site accommodation?**

NO YES if yes, please provide details:

exclusive use       security       parking  
 road closures (RTA)       camping       on-site accommodation

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**b. Will the filming activity have any impacts outside the park, including traffic, noise or parking?**

NO            YES    if yes, please provide details:

traffic                                       noise                                       parking

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**c. What are the arrangements for rubbish removal and waste management?**

Please provide details:

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**d. Will any dangerous activities including but not limited to abseiling, bungee jumping, rock climbing, parachuting, white water boating, hang gliding be undertaken or be presented as being undertaken in the park?**

NO            YES    if yes, please provide details:

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**4. REPRESENTATION OF THE NSW NATIONAL PARKS AND WILDLIFE SERVICE**

**a. Will NPWS feature in the production credits?**

NO            YES

**b. Will NPWS staff, uniforms or equipment or equipment designed to represent NPWS be featured in the production or required for the filming?**

NO            YES                      If yes, provide detail:

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**c. Will the location be identified in the production?**

NO            YES                      If yes, provide detail:

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**LOCATION REQUEST DETAILS**

Park and Site	Date/s	Between the hours	Set up times	Filming times	Take down times	No. of cast	No. of crew	Vehicles Type and Registration No (if insufficient space, continue on the back of the form)

Please attach a map of the site map showing the location/s

**BRIEF OUTLINE OF CONTINGENCY PLANS (E.G. INCLEMENT WEATHER, PARK CLOSURES ETC)**

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**INSURANCE**

Insurer: \_\_\_\_\_

Agent: \_\_\_\_\_

Cover: \$ \_\_\_\_\_ Expiry Date: \_\_\_\_\_

**Please attach a copy of the PLI or a Certificate of Currency.** The PLI must name as interested parties: The Minister for the Environment, the Chief Executive of the Office of Environment and Heritage and the Crown in right of NSW.

**PAYMENT**

**A non-refundable application and assessment fee is payable upon submission of this application. NPWS staff will advise you of the exact fee prior to the charge being made.**

**Cheque** (payable to the Office of Environment and Heritage)

**Credit Card**

**Visa**       **MasterCard**

**Card Number**

□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □

Expiry: \_\_\_\_\_ / \_\_\_\_\_

Name on card: \_\_\_\_\_

Cardholder's signature: \_\_\_\_\_

Please use the credit card number above for the Environmental Management Bond

**AGREEMENT**

Production Title: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

**This section must be completed by applicant before the Agreement comes into effect.**

I, \_\_\_\_\_ {insert name} in my capacity as the duly authorised agent of the Applicant herein acknowledge having read the Standard Conditions and accept any additional conditions to which the agreement may be subject, as well as the fees and charges payable as specified, and agree that by signing this Agreement I shall render the Applicant legally bound by them in the event that the Agreement is authorised.

**Applicant's/Representative's Signature:** \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_

**CHECKLIST**

Prior to submitting your application, please ensure that you have:

- Completed the application form
- Provided a copy of the PLI or a Certificate of Currency
- Attached a site map indicating location set up
- Signed the declaration
- Included payment of application and assessment fees

**Please note:** additional environmental assessments may be required in order to progress your application – NPWS staff will advise you accordingly.

**NPWS INTERNAL USE ONLY**

Application received by: \_\_\_\_\_  
NPWS Office: \_\_\_\_\_ Date received: \_\_\_\_\_

**Check attachments:**

- Filming application including location request details
- Map of site/s
- Copy of compliant PLI
- Application fee

**Impact of filming on Commonwealth Environment Protection and Biodiversity Conservation Act**

NO YES if yes, please provide details: \_\_\_\_\_

**Impact of filming on SEPP 14 Coastal Wetlands**

NO YES if yes, please provide details: \_\_\_\_\_

**Other**

**Plan of Management**

- Activity/s allowed under Plan/s of Management; or,
- Special conditions required to ensure consistency with Plan of Management; or,
- Activity not consistent with Plan of Management.

<input type="checkbox"/> <b>Application approved</b> <ul style="list-style-type: none"><li><input type="checkbox"/> <b>Application approved – Standard Conditions apply</b></li><li><input type="checkbox"/> <b>Application approved – Additional Conditions apply</b></li><li><input type="checkbox"/> <b>Application approved pending the submission of:</b><ul style="list-style-type: none"><li><input type="checkbox"/> Traffic Management Plan</li><li><input type="checkbox"/> Review of Environmental Factors</li><li><input type="checkbox"/> List of equipment and sizes</li><li><input type="checkbox"/> Environmental Impact Statement</li><li><input type="checkbox"/> Safety/Risk Management Plan</li><li><input type="checkbox"/> Other (please specify) _____</li></ul></li></ul>
<b>OR</b>
<input type="checkbox"/> <b>Application not approved</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Reasons attached and applicant notified in writing (return copy of signed application to applicant)</li></ul>

**Filming approval**

I, the Delegated Officer, have had regard to the requirements of the Filming Approval Act 2004 and hereby grant consent under Section 4 of that Act to the persons specified in this application to carry out the filming activity described in this application subject to the Standard Conditions. Additional approval must be sought to vary the application in any way.

- This approval is subject to the attached Additional Conditions
- Fees for this application have been waived or reduced

**Name:** \_\_\_\_\_ **Position:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Office Address & Phone Number:** \_\_\_\_\_

FEES PAYABLE*	DETAILS	COST	PAYMENT METHOD												
<b>Pre-application on-site meetings + (if required)</b> \$60/hr NPWS business hours (Mon - Fri 8:30am-5:00pm) \$80/hr outside of NPWS business hours															
<b>Application and Assessment Fee</b> 0-2 hours - \$120 2-4 hours - \$240 4-6 hours - \$360 >6 hours – price on application															
<b>Short Notice Fee</b> <b>(100% of the Application and Assessment Fee – applies if application is submitted less than seven working days prior to the activity)</b>															
<b>Supervision Fees+ #</b> \$60/hr NPWS business hours (Mon – Fri 8:30am-5:00pm) \$80/hr outside of NPWS business hours															
<b>Environmental Management Bond (refundable)</b> <table border="1" data-bbox="119 902 775 1106"> <thead> <tr> <th colspan="4">Environmental Impact</th> </tr> </thead> <tbody> <tr> <td>Minimal</td> <td>Low</td> <td>Medium (REF may be required)</td> <td>High (REF required)</td> </tr> <tr> <td>From \$500</td> <td>From \$1000</td> <td>From \$1500</td> <td>Price on application</td> </tr> </tbody> </table>	Environmental Impact				Minimal	Low	Medium (REF may be required)	High (REF required)	From \$500	From \$1000	From \$1500	Price on application			
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<b>Additional Charges ^</b> Please provide details.															
<b>FEE WAIVERS AND REDUCTIONS</b> (as permitted under the Filming and Photography Policy) Please provide details.															
<h2 style="text-align: center;">TOTAL PAYABLE</h2>															

+ assessed on total time required, including travel to and from locations  
 ^ additional fees as per the Filming and Photography Policy may apply

# minimum charge is three (3) hours  
 \* GST inclusive

- Fees payable collected
- Applicant advised of approval in writing and signed application returned  
**Filming activity listed on NPWS Filming Register**  
<http://deccnet/parkmgmt/FilmingPhotography.htm>