

Municipal Filming Location Permit Application

PART A: Production Company			
Name of Company:			
Main Contact Name:			
Company Mailing Address:			
Company Phone:	Company Fax:		
PART B: Production Information			
Production Title:			
Production Type: <input type="checkbox"/> Feature Film <input type="checkbox"/> Television Series/Movie <input type="checkbox"/> Music Video <input type="checkbox"/> Commercial <input type="checkbox"/> Student Film Other: _____	Music Video Information: Name of Record Company: Name of Artist: Name of Song: 		
Number of Cast and Crew:	Number of Production Vehicles:		
Director:			
Budget Information:			
Total Budget: \$	CAN/US	Total Spent in Guelph: \$	CAN/US
PART C: Location Information			
Location Manager Contact	Alternate Contact		
Name:	Name:		
Phone:	Phone:		
Cell Phone:	Cell Phone:		
Email:	Email:		
Filming Location(s):			
Start Date: Pre-Production:	Camera:	Wrap:	

Please be aware that residents and businesses that will be affected by filming process must be notified in advanced. If there are any problems they must be handled with your production before you may begin with the shoot.

PART D: Special Requirements

Please indicate any special requirements.

Note: City Council or Departmental approval and/or an application fees may be required.

- Food
- Tents – size _____
- Full road closure(s)
- Partial road closure(s)
- Fireworks/Pyrotechnics
- Staging
- Camera/dolly/track on sidewalk/curb
- Electrical – bringing own generator
- Sound Amplification or Live Music
- Live Animals

I will require the following amenities offered by the City.

- Water (available at some locations)
- Picnic tables
- #__ Portable washrooms
- Garbage cans

Additional Details/Notes on Special Requirements (please attach separate paper if needed):

PART E: Traffic Control Plan

Will filming cause disruption pedestrian, transit or emergency services traffic? Yes No (continue to Part F)

All road and traffic requests must be approved by the Operations Department. Please describe your traffic control request and details, please include map:

PART F: Parking

Will you require special parking arrangements? Yes No (continue to signatures)

All road and traffic requests must be approved by the Operations Department. Please describe your parking request and details, please include map:

Signature

Applicant's name (print): _____

Applicant's signature: _____

Date: _____

Please submit this application to the Guelph Film Office at film@guelph.ca or fax to 519-837-5636 **no later than two weeks** before the filming date. Once applicant has satisfied all requirements of the Guelph Filming Policy, found at Guelph.ca/film, a permit will be issued.

The personal information on this form is collected pursuant to the Municipal Act in accordance with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O 1990 for the purpose of the administration of film permit applications. Questions regarding this collection should be directed to the Information, Privacy and Records Coordinator, City Hall, 519-822-1260 x.2439.