

## FILM FRIENDLY PARRAMATTA

*Any town, Any time*

### FILMING AND PHOTOGRAPHY APPLICATION FORM

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

Please ensure that you have read the 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 Application Details

<b>Applicant Name</b>	
Position	
Production Company / Organisation	
ABN	
Production Company / Organisation Address	
Business Phone	
Mobile Phone	
Email address	

#### Part 2 Production Contact Details

<b>Producer Name</b>	
Mobile	
Email address	
<b>Location Manager</b>	
Mobile	
Email address	

**Part 3 Production Details**

<b>Name of Production</b>	
Production Summary / synopsis / script	
Type of Production	Documentary

**Part 4 Location Details** (Please provide details for each location)

<b>Location</b>	
Date (s)	
Date of additional bump in / out	
Time of use (inc. arrival and departure)	
Description of activities	
<b>Personnel numbers</b>	Cast N/a Crew N/a Extras N/a
<b>Parking requirements</b>	Essential Vehicles N/a Unit Vehicles N/a Private Vehicles N/a  * 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"/> Temporary Traffic Control | <input type="checkbox"/> Street Dressing             | <input type="checkbox"/> Road Closures   |
| <input type="checkbox"/> Reconstruction of a crime | <input type="checkbox"/> Low Loaders                 | <input type="checkbox"/> Stunts          |
| <input type="checkbox"/> Smoke Effects             | <input type="checkbox"/> Firearms / Guns             | <input type="checkbox"/> SFX             |
| <input type="checkbox"/> Fire Effects              | <input type="checkbox"/> Temporary Structures        | <input type="checkbox"/> Camera Crane    |
| <input type="checkbox"/> Generator                 | <input type="checkbox"/> Car Chasing sequence        | <input type="checkbox"/> Playback        |
| <input type="checkbox"/> Scaffolding               | <input type="checkbox"/> Cast dressed as police / ES | <input type="checkbox"/> Lighting towers |
| <input type="checkbox"/> Crowd control             | <input type="checkbox"/> Children                    | <input type="checkbox"/> Animals         |

**Please note:**

Many of the above activities will also require approval to be sought from other statutory authorities e.g. Police, RTA, RSPCA, NSW Office for Children’s Guardian, NSW Fire Brigade, NSW Rural Fire Service, NSW Department of Lands. If you have ticked any of the above, please give details and also complete the required “[Temporary Road Occupancy Form](#)”

## Part 5 Economic Benefit to Parramatta

Social, economic and environmental benefits to Parramatta	<input type="checkbox"/> Local talent <input type="checkbox"/> Local accommodation <input type="checkbox"/> Local car parking <input type="checkbox"/> Local Food & beverage <input type="checkbox"/> Local transport	
Total spend while in Parramatta	\$0 - \$2,500	
Would you like a member of our visitor information team to contact you?	N/a	Best number to contact you on?

## Part 6 Supporting Documentation Checklist (Please the appropriate boxes)

- 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 7 Lodging the Application

You can lodge the complete application form and supporting documents:

**By email** Please submit saved application and supporting documents to [nwright@parracity.nsw.gov.au](mailto:nwright@parracity.nsw.gov.au)

**By fax** 02 9806 5953

**In person** Parramatta City Council  
30 Darcy Street  
Parramatta NSW 2150

Further information on Parramatta can be found on the following websites:

- [www.parracity.nsw.gov.au](http://www.parracity.nsw.gov.au)
- [www.discoverparramatta.com](http://www.discoverparramatta.com)
- [www.popupparramatta.com](http://www.popupparramatta.com)
- [www.riversideparramatta.com.au](http://www.riversideparramatta.com.au)

