

Filming on Council Land Application

Permit No:



APPLICANT DETAILS

Organisation:

Postal Address:

Contact Name:

Contact Number:

Email:

Phone:

Mobile:

FILMING DETAILS

Type of Activity:

☐ Commercial ☐ Community ☐ Individual ☐ Student

Filming Location/s (e.g. park, streets etc):

Date/s:

Start Date:

Finish Date:

Times:

Start Time:

Finish Time:

Type of Production:

☐ Still Photography ☐ TV Commercial ☐ TV Series
☐ Student Film ☐ Feature Film ☐ Documentary
☐ Short Film ☐ Video Clip ☐ Corporate Video
☐ Other (please specify): _____

Name of Footage (if applicable):

Location of Broadcasting (if applicable):

Number of Personnel (production crew and cast):

Number of Cameras:

Infrastructure being introduced
(e.g. staging, red carpet, barricading etc):

Special Requirements
(e.g. road closures, vehicle access etc):



TERMS AND CONDITIONS OF USE

City of Darwin encourages film production crews to work in Darwin. You will require a permit for filming on Council property, including parks, bushland, coastal reserves and road reserves, to ensure that Council is aware of your filming activity, that it meets the Council's safety regulations and that any activities impacting residents and traders are managed appropriately. Please ensure that approved permits and associated documents are on site and available for inspection by public authorities for the duration of the shoot.

The following documentation may be required in addition to your application:

- Communication Plan;
- Contact details of management and production crew;
- Pedestrian Management Plan;
- Public Liability Insurance;
- Risk Assessment Plan;
- Running Sheet;
- Site Plan;
- Student ID/Institutions Certificate;
- Traffic Management Plan.

Filming Permits are issued according to Provisions of the Local Government Act 2008 (Provision 188, 189) and City of Darwin by-laws 2009 (Provision 109).

In addition to a Filming Permit, you will require a Works Permit for any filming activity that requires closure of a road (subject to payment of fees). Works Permits are issued according to Provisions of the Local Government Act 2008 (Provision 187 (1)) and City of Darwin by-laws 2009.

Commercial Filming

A permit is required for all commercial filming in Darwin. Commercial filming is defined as: any filming which is undertaken for a financial consideration, with a view to selling or hiring the imagery obtained, or for production of a product or service. This includes:

- Advertising;
- Features (cinema, video and television);
- Educational and Government sponsored filming;
- Documentaries, factual programs and tourism promotions;
- Lifestyle and reality Programs.

Commercial filming does not include filming of news footage, current affairs or student films.

Drone Operation

Commercial drone operators must possess the following qualifications and approvals:

- Hold a Remote Pilot Licence (RePL);
- Operate under the authority of a Remotely Piloted Aircraft Operators Certificate (ReOC);
- Have a Letter of Agreement (LOA) issued by the Australian Defence Force for drone operations within Darwin airspace;
- Be issued an Instrument of Approval by CASA permitting operations within the desired area of operation; and
- Hold current Public Liability Insurance with coverage suitable for UAV/Drone activities.

The Drone Operator and those in attendance with the Operator shall also be solely liable for and shall indemnify and keep indemnified the Council against death of, or injury to the hirer of his affiliates, employees or subcontractors, or damage to property which arises to whatever extent out of or in connection with the hire and against all liability, loss, damage, actions, proceedings, claims etc. brought against the Council (whether at law or under any statute or otherwise to whatever extent) in respect of in connection with or in consequence of such death or injury or damage to property.

The Drone Operator and those in attendance with the Operator shall, at all times, when required by the City of Darwin, produce the policy for such insurance and the receipts for the premium paid in respect thereof.

FEES

Commercial Filming Per Day: As per the currently endorsed Fees & Charges

Fee Exemptions

A fee exemption will be granted if your filming activity meets one or more of the following conditions:

- The production's primary purpose is to promote Darwin as a tourist destination;
- The production is for a charitable, educational, non-commercial artistic purpose or for a not-for-profit organisation that provides a service to the community;
- The production is a student film made as part of an educational course or project with participating students carrying their student ID;
- The production is a no or low budget production made by NT resident filmmakers;
- The production meets the criteria for "low impact filming" (see overleaf).



Low impact filming is defined as any activity that meets the following criteria:

- There will be no more than 6 personnel on site in total, including production crew and cast;
- Filming equipment is hand-held;
- Filming does not disrupt traders, businesses, residents or motorists, or any other events in the vicinity;
- Filming activities are contained to public open space areas only;
- Public safety is upheld at all times;
- Pedestrian access is maintained at all times;
- Vehicles associated with filming activities are legally parked at all times and are not driven onto footpaths or parks.

To apply for a fee exemption, please indicate under which category your activity falls and the reasons for your application:

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PAYMENT

Payment must be made in full prior to filming commencement. Please visit or phone Customer Services at the Civic Centre on 8930 0300 or via email at darwin@darwin.nt.gov.au.

AUTHORISATION / CONSENT

APPLICANT

I/we have read and understood the guidelines and privacy statement and undertake to abide by and comply with all of the conditions above and any special conditions of approval, which the Council may impose as part of the approved permit issued.

Name of Applicant:

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Signature of Applicant:

	Date:
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CITY OF DARWIN AUTHORISED OFFICER (Office Use Only)

Name of Authorised Officer:

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Signature of Authorised Officer:

	Date:
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Privacy Statement

City of Darwin collects personal information from you, including your personal contact details. We collect this information for the purpose of updating our administrative systems to be able to carry out Council's functions. The *Local Government Act 2019* allows or authorises us to collect this personal information and you may seek access to this information. We will only use your information for the purpose described here. It will not be used or disclosed in any other way unless we have your consent or we are authorised or required by law to do so. If you choose not to provide us with your information, we will be unable to complete your request. Your personal information will be handled in accordance with our Privacy Statement and the *Information Act 2002* (NT) (The Act). Council's Privacy Statement is available from the City of Darwin, Harry Chan Ave, Darwin or via the Council's website at www.darwin.nt.gov.au.

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