



# **Filming and Photography Application Form**



## Liverpool Film Office Application Form

Contact Name:	Contact Title:
Mobile:	Email:

Production Company:
Address:
Telephone:

Production Title:
Production Type: <i>Please place an X in the box as appropriate</i>
Children's <input type="checkbox"/> Commercial <input type="checkbox"/> Documentary <input type="checkbox"/> Drama <input type="checkbox"/> Entertainment <input type="checkbox"/> Factual <input type="checkbox"/>
Feature <input type="checkbox"/> Music <input type="checkbox"/> Video <input type="checkbox"/> Reality <input type="checkbox"/> Short <input type="checkbox"/> Stills <input type="checkbox"/> Student <input type="checkbox"/> Travel <input type="checkbox"/> Other <input type="checkbox"/>
If Other, please specify:

Filming Dates:		
From:	To:	(inclusive)

Filming in which Merseyside Authority: <i>Please place an X in the box as appropriate</i>
Liverpool <input type="checkbox"/> Wirral <input type="checkbox"/> Sefton <input type="checkbox"/> Knowsley <input type="checkbox"/> St. Helens <input type="checkbox"/>
Broadcast Channel:

Estimated amount of screen time for Merseyside:
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Approx. Production Budget:
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Approx. Local Spend:
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The above budget details will remain confidential and for our administrative purposes only. This information will not be disclosed to outside parties. The information is essential in order for us to be able to estimate production value to the region.

Brief Production Synopsis:

Detailed Description of Filming: *Please include scene description and nature of production*

Dates & Times of Filming: *Please including details of any night filming*

Specific Locations Required: *Please place an X in the box as appropriate*

Liverpool City Centre General Views  Pier Head\*  Derby Square, Liverpool\*

Lime Street Station Piazza, Liverpool\*  Liverpool Green Spaces/Parks\*  Albert Dock\*

Liverpool ONE\*  Beaches\*  Other

*If Other, please specify and indicate if interior or exterior filming:*

\* *Please note that some of these locations may incur a cost for filming and some are privately managed. All will require you to provide additional information and to complete a signed agreement prior to filming.*

No. of Cast & Crew:

No. of Vehicles:

Parking, Traffic or Road Closure requirements: *Please place an X in the box as appropriate.*

Single Yellow Line Dispensation  Parking Bay Suspension  Temporary Traffic Control

Road Closure  Unit Base

*Please note: An additional more detailed application will be required in relation to any parking, traffic or road closure request and costs will be incurred for all such requests. Most traffic and road closure requests will also require a site meeting prior to agreement.*

Please *place an X in the box* if your filming may involve any of the following:

Firearms  Gunfire  Pyrotechnics  SFX  Smoke effects  Stunts  Wet down

*If you have marked X in any of the requirements please give details and provide your Risk Assessment:*

Cherry pickers or lighting towers  Dolly  Camera crane  Camera track

Generator  Scaffolding

*If you have marked X in any of the requirements please give details and provide your Risk Assessment:*

Street dressing  Disguising street markings  Car chases  Driving Sequences

Low loaders  Helicopters

*If you have marked X in any of the requirements please give details and provide your Risk Assessment:*

Reference to Public Figures  Reference to Politicians  Nudity

Reconstruction of a Crime/Emergency  Crowd control/Security  Need for police assistance

*If you have marked X in any of the requirements please give details and provide your Risk Assessment:*

Catering facilities  Honey wagons  Make up/Wardrobe trucks

*If you have marked X in any of the requirements please give details and provide your Risk Assessment:*

LIVERPOOL  
FILM  
OFFICE

Children  Animals

*If you have marked X in any of the requirements please give details and provide your Risk Assessment:*

Please mark X if you require any of the following Council Services:

Street Cleaning  Removal of street furniture  Turning off street lights  Other

*If you have marked X in any of the above, please provide details:*

I have read and agree to abide by the Code of Practice for Filming in Liverpool  *Please mark X.*

Signed:

Date:

**Thank you for completing our Application Form.**

**Please return your completed form with proof of your Public Liability Insurance (minimum of £5 million cover) and Risk Assessment by email to Liverpool Film Office:  
film.office@liverpool.gov.uk**

**Please note: This Application Form does not confer permission to film and does not constitute a filming or location agreement. Method Statement together with further additional information and or completion of agreements may be required.**