



GREATER
SYDNEY
PARKLANDS

Film and photography application form

Western Sydney Parklands and Parramatta Park

About this form

You can use this form to apply for approval to undertake filming or still photography activities in the outdoor areas such as footways, roads, parks and other open spaces within the parklands.

How to complete and lodge this form

1. Ensure that you have read the *Western Sydney Parklands and Parramatta Park film and photography terms and conditions*. See part 5.
2. Fields on this form marked with an * are mandatory.
3. Once completed you can save this form as a separate document and submit via email to: bookings@wspt.nsw.gov.au or bookings@ppt.nsw.gov.au with the necessary attachments (see part 4 for risk assessment and part 7 for supporting documentation checklist).

Note: This application is subject to approval by Greater Sydney Parklands and does not constitute a booking.

Hours of filming and photography

Monday to Friday only. No filming and photography will be permitted on weekends or public holidays. Between gate opening and gate closing:

- Parramatta Park: 6:00am - 6:00pm. (6:00am - 8:00pm during daylight saving)
- Western Sydney Parklands: 8:00am - 6:00pm. (8:00am - 8:00pm during daylight saving)
- Night filming can be arranged on application.



Part 1: Licensee details

Title * given name(s) * Surname*
Company/organisation name *
Position ABN.....
Business address *
Business phone no. * Business mobile no.
Business email address*
Operational contact (if different to above) *
Email address * Contact no.*

Part 2: Proposed production details

[] Filming [] Photography (please check appropriate box*)

Production title *

Production summary/synopsis/script * (maximum 100 words)

[Empty text box for production summary]

All fields marked with an asterisk (*) are required

Production details continued...

Type of production (please check appropriate box)

- [] Student filming – must be low impact [] Reality TV [] Documentary
[] Charity filming & photography [] TV drama [] Short film
[] Children’s production [] TV commercial [] Corporate video
[] Infotainment/Travel Show [] Feature film [] Music video
[] Other (please specify) [Empty text box]



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Please check the box if your planned shoot involves any of the following:

- | | | |
|---|---|--|
| <input type="checkbox"/> Temporary traffic control | <input type="checkbox"/> Street dressing | <input type="checkbox"/> Stunts |
| <input type="checkbox"/> Reconstruction of crime/emergency | <input type="checkbox"/> Scaffolding | <input type="checkbox"/> Low loaders |
| <input type="checkbox"/> Cherry pickers/lighting towers | <input type="checkbox"/> Camera track | <input type="checkbox"/> Camera crane |
| <input type="checkbox"/> Cast dressed as police/ emergency services | <input type="checkbox"/> Firearms/gunfire | <input type="checkbox"/> Generator |
| <input type="checkbox"/> Car chases/driving sequences | <input type="checkbox"/> Fire effects | <input type="checkbox"/> Smoke effects |
| <input type="checkbox"/> Crowd control/security | <input type="checkbox"/> Special effects | <input type="checkbox"/> Children |
| <input type="checkbox"/> Temporary structures | <input type="checkbox"/> Playback | <input type="checkbox"/> Animals |
| <input type="checkbox"/> Road closures and traffic control | <input type="checkbox"/> Drone | |

Please note: *Drones are prohibited in the parklands. Commercial drone filming will require CASA approval. Please provide 5 working days' notice. For further information please refer to our done policy.*

If you have ticked any of the above, please give detailed description:

Please note: *Many of the above activities will also require approval to be sought from other statutory authorities e.g. Police, Roads and Traffic Authority, Department of Arts, Sport and Recreation, RSPCA, NSW Office of Children's Guardian, NSW Fire Brigades, NSW Rural Fire Service, NSW Department of Lands.*

All fields marked with an asterisk () are required.*



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Part 3: Proposed location details

Proposed date of production *

Back up wet weather date *

Start time * End time*

Proposed location(s) * (Please refer to maps attached for reference)

Operation at your location(s) *

Personnel

Number of cast *

Number of crew *

Vehicles

	Number of vehicles	Height of vehicle
Truck(s)		
Car(s)		
Van(s)		
Ute(s)		
Other		

Please note: Charges may apply for parking. All fields marked with an asterisk (*) are required

Vehicles must remain on roads unless otherwise approved. Traffic signs and regulations must be observed. Due to gate dimensions and the restricted height of the historic tree canopy the following restrictions apply to large vehicles:

Vehicles prohibited from entering Western Sydney Parklands and Parramatta Park

- Vehicles over 4.4 metres in height.
- Vehicles over 4 metres in width.
- Vehicles exceeding 19 meters in length.



Part 4: Risk assessment

As a part of your application you MUST provide a risk assessment.

Part 5: Terms and conditions

All filming and photography activities are subject to agreement with specific Terms and Conditions.

Applications are also bound by the Regulations. Please read the regulations for Western Sydney Parklands and Parramatta Park.

Part 6: Fees and charges

Fees on application.

Part 7: Supporting documentation checklist

Public Liability Insurance (Filming \$20M or Photography \$10M) - copy required with application form*.

*Please note some items are mandatory as indicated by *.*

- Public liability insurance (Filming \$20M or Photography \$10M) - copy required with application *
- Location plan - copy required with application for large filming and photography shoot.
- Traffic management plan - for large productions requiring road usage.
- Production schedule - copy required with application for large filming and photography shoot.
- Risk assessment - copy required with application *.
- Documentary evidence of the production budget - required for low budget applications
- Terms and conditions - applicant required to read and agree *.

**See below.*

Part 8: Lodgement and payment Details

Lodgement

You can lodge the completed application by email to bookings@wspt.nsw.gov.au or bookings@ppt.nsw.gov.au (please send to relevant park)

Please save your application as a separate file and forward to the email address above as an attachment along with all the other required supporting documentation.

Next step?

Once your application is received you will receive acknowledgment from Greater Sydney Parklands and will be advised of the expected processing time of your application.



Further information

For further information or enquiries about film and photography, please contact GSP by:

Western Sydney Parklands

Phone: (02) 9895 7500

Email: bookings@wspt.nsw.gov.au

Parramatta Park

Phone: (02) 9895 7599

Email: bookings@ppt.nsw.gov.au

Payment

Full payment is required prior to production. An invoice will be forwarded to you upon approval of the activity. Payment can be made by credit card (Visa and MasterCard only accepted) or EFT.

Part 9: Acknowledgment

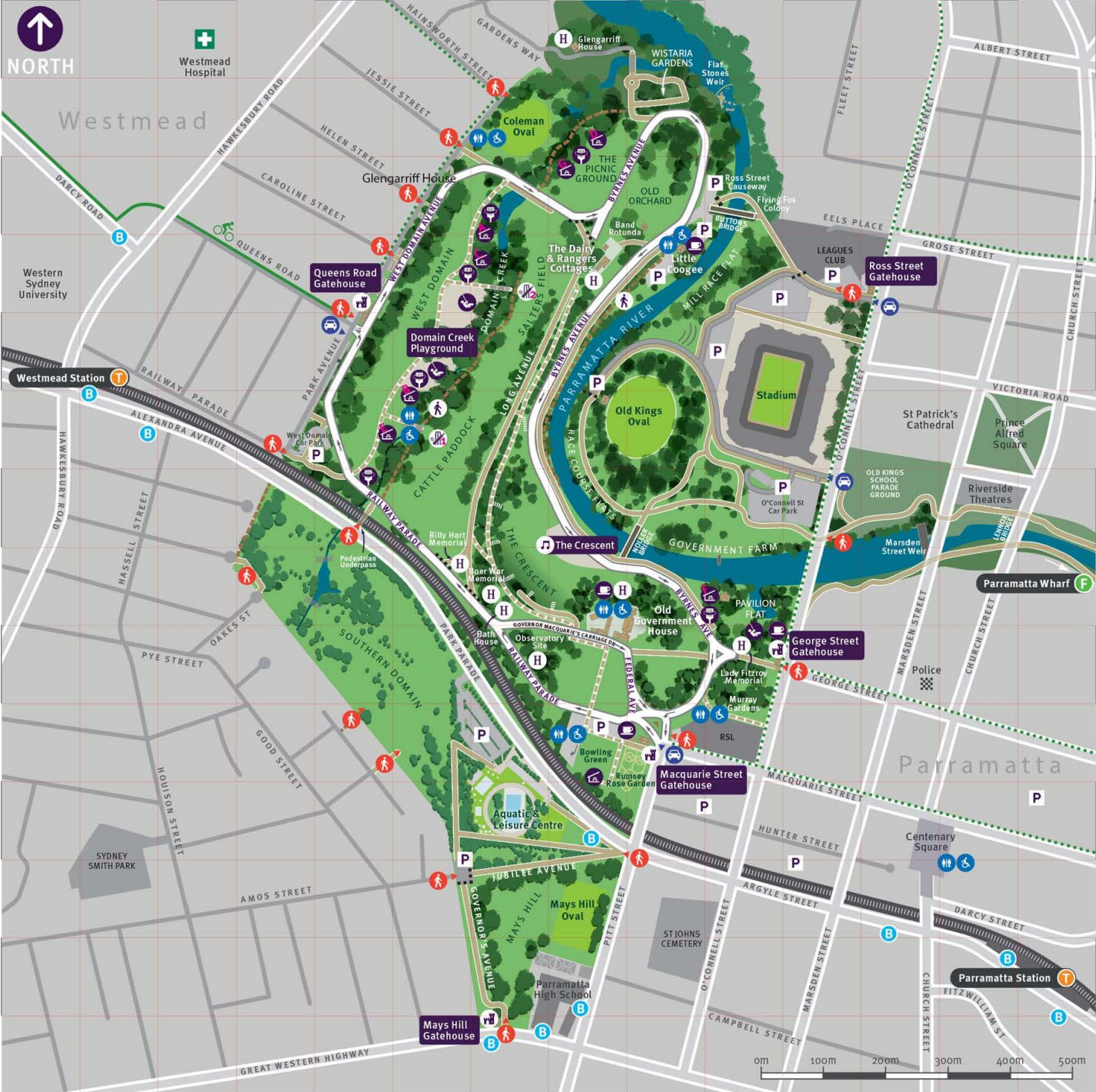
Please fill out the box below to indicate acknowledgment of the following statement:

Applicant's signature	Date

I hereby certify that the above information is correct to the best of my knowledge. I undertake to advise the parklands should there be any alterations or additions to the above mentioned. I certify that I have read and agree to the filming and photography terms and conditions.



Parramatta Park



Western Sydney Parklands – Lizard Log



Western Sydney Parklands – Bungarrabee Park



Western Sydney Parklands – The Dairy

