

**APPLICANT INFORMATION**

Production Company Name:

Contact Person:

Company Mailing Address:

City:

Postal Code:

Phone No:

Email:

Local Manager's Name:

Title:

Location Manager's Address:

Phone No:

Headquarter Contact:

Phone No:

Headquarter Address:

City:

Postal code:

Personal information you provide on this form is collected pursuant to section 26 of the *Freedom of Information and Protection of Privacy Act* and will only be used for the purpose of processing this application. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to the Corporate Services Coordinator by email: [duncan@duncan.ca](mailto:duncan@duncan.ca) or phone: 250-746-6126.

**PRODUCTION INFORMATION**

Name of Production:

Anticipated Budget:

Type of Production:

- |                                   |  |                                     |                                      |
|-----------------------------------|--|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> Feature  | <input type="checkbox"/> Movie of the Week | <input type="checkbox"/> TV Series  | <input type="checkbox"/> Mini Series |
| <input type="checkbox"/> TV Pilot | <input type="checkbox"/> Documentary       | <input type="checkbox"/> Animation  | <input type="checkbox"/> Photo       |
| <input type="checkbox"/> Video    | <input type="checkbox"/> Short             | <input type="checkbox"/> Commercial | <input type="checkbox"/> Other       |

Brief Description of Production:

Proposed Schedule (including prep):

**PROPOSED LOCATION**

Location:

Address:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Street Occupancy | <input type="checkbox"/> Private Property   | <input type="checkbox"/> Commercial Property |
| <input type="checkbox"/> Studio           | <input type="checkbox"/> Municipal Property | <input type="checkbox"/> Municipal Park      |

**PROPOSED ACTIVITY**

- |                                   |                                     |                                    |  |
|-----------------------------------|-------------------------------------|------------------------------------|--|
| <input type="checkbox"/> Gun Fire | <input type="checkbox"/> Fire       | <input type="checkbox"/> Rain/Snow | <input type="checkbox"/> Explosion                 |
| <input type="checkbox"/> Drive By | <input type="checkbox"/> Helicopter | <input type="checkbox"/> Tow Shot  | <input type="checkbox"/> Car Stunt                 |
| <input type="checkbox"/> Wet Down | <input type="checkbox"/> Stunt      | <input type="checkbox"/> Animal    | <input type="checkbox"/> Exterior Set Construction |

**WAIVER AND INDEMNITY CLAUSE**

The applicant will, if approval is granted for public services or facilities requested in the application, indemnify and save harmless the City of Duncan from and against any and all claims, including without limiting the foregoing all claims for bodily injury or property damage caused by, arising from or connected with any act or omission of the applicant of any agent, employee, customer, licensee, or invitee of the applicant, and against and from all liabilities, expenses, costs, and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City.

\_\_\_\_\_  
**AUTHORIZED APPLICANT SIGNATURE**

\_\_\_\_\_  
**DATE**

**INSURANCE REQUIREMENTS**

Prior to filming, the applicant must provide proof of a valid public liability insurance of at least \$5,000,000 against claims for personal injury, death or property damage accruing upon, in our about the site.

The policy will include the City of Duncan as additional named insured and contain a cross liability clause.

Additional insurance or business license may be required as determined by the City of Duncan upon the review of the scope of production activities.

On behalf of the applicant, I acknowledge that I have read and understood the conditions contained in the Film Permit General Conditions, and agree to comply with them and any additional conditions noted.

\_\_\_\_\_  
**AUTHORIZED APPLICANT SIGNATURE**

\_\_\_\_\_  
**DATE**

**OFFICE USE ONLY**

Permit No.:

File No. 4520-20

\_\_\_\_\_  
**CITY OF DUNCAN REPRESENTATIVE**

\_\_\_\_\_  
**DATE**